Alberta
MUNICIPAL AFFAIRS

Office of the Minister

224 Legislature Building, Edmonton, Alberta, Canada T5K 2B6 403 / 427-3744

To The Honourable G. Amerongen
Speaker of the Assembly

Sir:

I have the honour to submit the Annual Report of Alberta Municipal Affairs for the period of April 1, 1982 to March 31, 1983.

Respectfully submitted,

JULIAN KOZIAK
Minister of Municipal Affairs

Alberta
MUNICIPAL AFFAIRS

Office of the Deputy Minister

Jarvis Building, 9925-107 Street, Edmonton, Alberta, Canada T5K 2H9 403/427-4826

Honourable Julian Koziak, Q.C.
Minister of Municipal Affairs
Government of Alberta
224 Legislature Building

Dear Sir:

I have the honour to submit to you the Annual Report of Alberta Municipal Affairs for the fiscal year ending March 31, 1983.

Respectfully submitted,

Archie R. Grover
Deputy Minister

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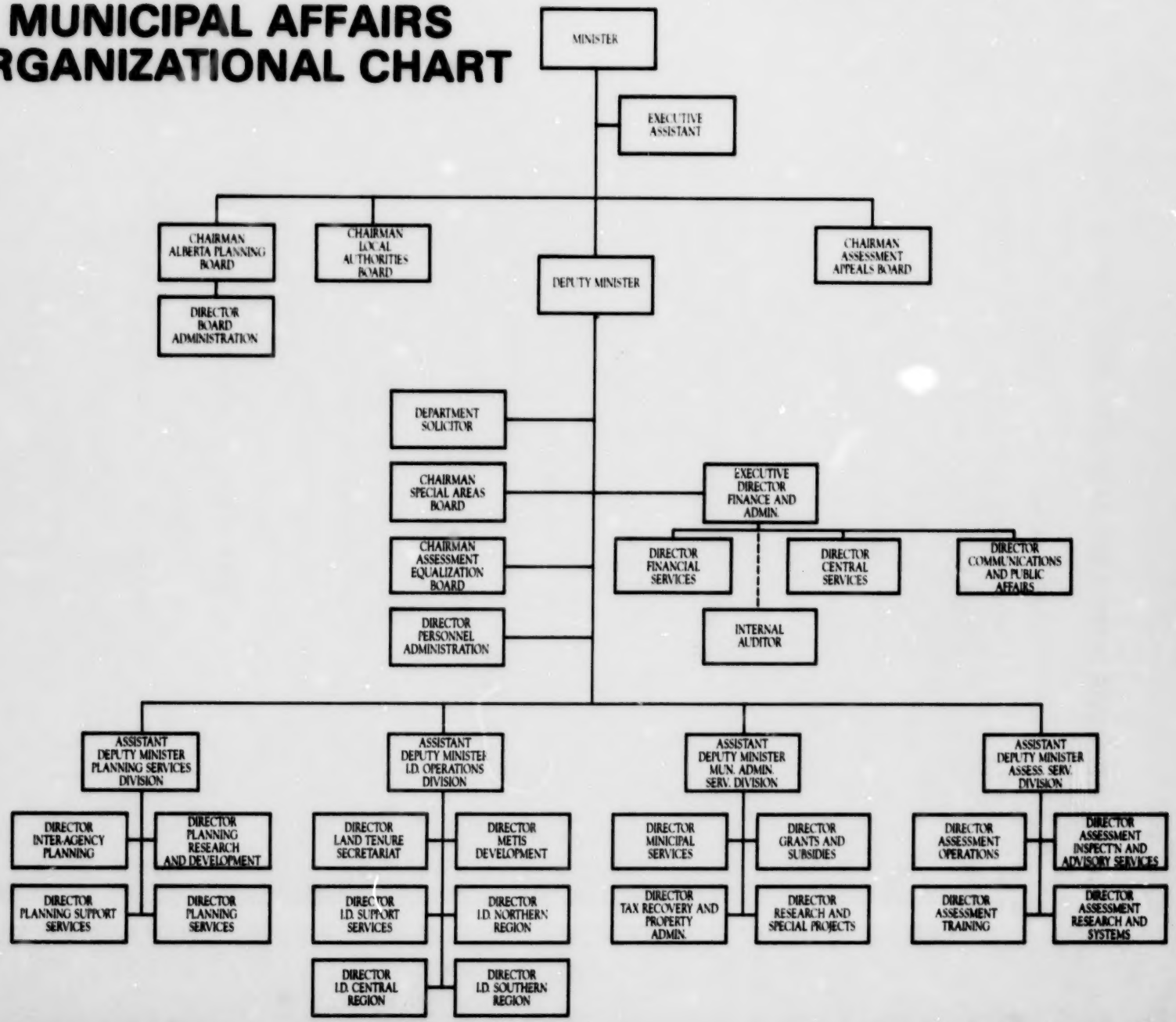
MUNICIPAL AFFAIRS ORGANIZATIONAL CHART



ACTS ADMINISTERED BY ALBERTA MUNICIPAL AFFAIRS

Agricultural Relief Advances Act

Alberta Property Tax Reduction Act

Assessment Appeal Board Act

County Act

Crowsnest Pass Municipal Unification Act

Department of Municipal Affairs Act

Electric Power & Pipeline Assessment Act

Improvement Districts Act

Lloydminster Municipal Amalgamation Act

Local Authorities Board Act

Local Tax Arrears Consolidation Act

Metis Betterment Act

Municipal & Provincial Valuation Act

Municipal & School Administration Act

Municipalities Assessment & Equalization Act

Municipal Election Act

Municipal Government Act

Municipal Tax Exemption Act

Municipal Taxation Act

New Towns Act

Northeast Alberta Regional Commission Act

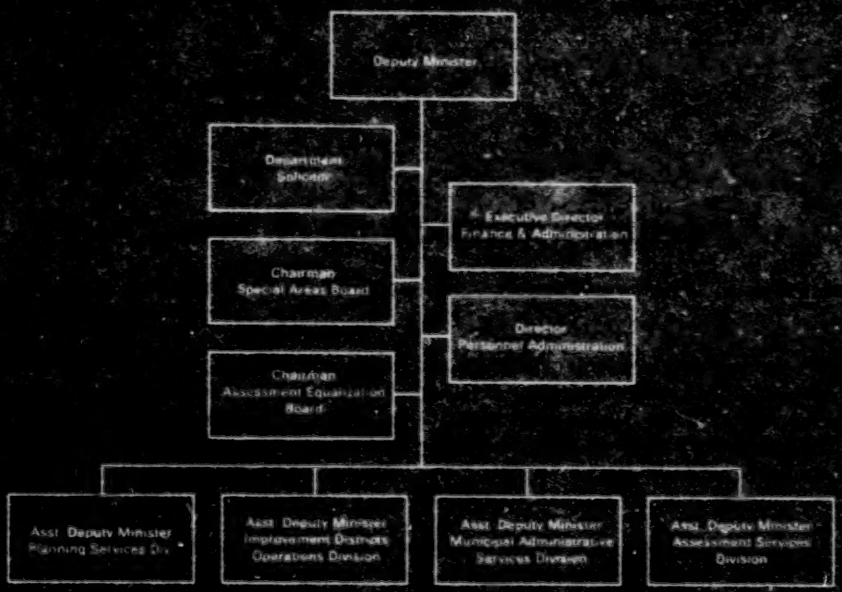
Planning Act

Regional Municipal Services Act

Special Areas Act

Tax Recovery Act

REPORTING TO DEPUTY MINISTER



SOLICITOR'S OFFICE

The solicitor's office is staffed by an Alberta Attorney General lawyer who, in conjunction with the Attorney General's department, supplies legal services to Alberta Municipal Affairs.

The demand for legal services continued to increase in 1982/83 with emphasis on improvement districts, special areas and assessment.

Due to the nature of the department and the variety of legislation dealt with, legal services cover a broad spectrum which, during this fiscal year, included the following activities:

- the preparation of opinions on various legal problems, usually related to municipal affairs legislation
- the preparation and review of contracts and other documents which involve the department
- court appearances in litigation matters which includes representation on behalf of the Alberta Planning Board, the Alberta Assessment Appeal Board and the development appeal boards in the improvement districts
- participation in statutory reviews including new legislation, revision of existing legislation and regulations
- participation in special projects

PERSONNEL ADMINISTRATION

The Personnel Branch works positively toward providing a productive, efficient, qualified and stable work force for Alberta Municipal Affairs.

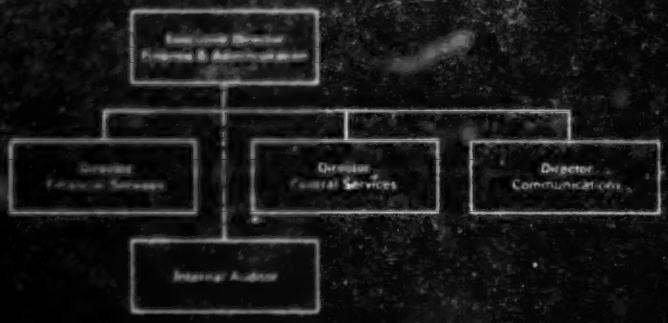
During the fiscal year 19 new permanent positions were added to the establishment and eight temporary positions were made permanent for a total classified position establishment of 891. In July, 1982, vacant permanent positions were frozen and could not be filled without ministerial approval. In January, 1983, 17 of these frozen positions were deleted and 18 permanent positions still remained frozen. The total classified establishment on March, 1983, was 852, or 39 classified positions less than at the beginning of the fiscal year. Wage hourly rated temporary employees averaged 123 per month.

The permanent position vacancy rate averaged 9.05 per cent which included the frozen positions. On March 31, 1983, the vacancy rate of 7.3 per cent, including the frozen positions, or five per cent excluding the frozen positions.

Other significant data for the period under discussion includes:

- 97 employee terminations, 119 commencements and 140 transfers and promotions;
- 138 classification submissions were processed;
- 78 recruitment and selection competitions carried out with a total of 2,658 applicants, of which 610 were interviewed;
- 364 employees participated in formal staff development and training programs during the year;
- No formal grievances were lodged and employee morale appears to be good.

FINANCE AND ADMINISTRATION



FINANCE AND ADMINISTRATION DIVISION

The division provides support services to the department through:

- Communications Branch
- Central Services Branch
- Financial Services Branch
- Internal Auditor

During the year the Communications Branch was added to the division in a move to place departmental support services under one division. The Communications Branch has developed a comprehensive communication program for the department, resulting in improved services and increased efficiency in basic functions.

The Financial Services Branch has undertaken a complete review of accounting and financial reporting activities. Development of improved financial management systems, policies and procedures was initiated and will continue in the next fiscal year.

The Central Services Branch was involved in the implementation of the Municipal Financial Information System and the development of the first phase of the Industrial/Pipeline Assessment system.

In addition to audit work, the internal auditor was actively involved in the development of financial management policies and procedures, a contract administration manual and a study of an inventory control system.

Communications Branch

This branch functions as an arm of the Public Affairs Bureau by providing a complete internal and external communication service to Alberta Municipal Affairs and its associated boards.

This service encompasses:

- preparing an annual communication plan
- providing public relations counsel to the minister, deputy minister and key department officials
- liaising with the media
- co-ordinating all advertising, print, graphic, display and audio-visual needs

Branch staff was brought to full complement in mid-1982. This enabled the branch to expand its services to include such areas as issues consulting and communication planning. The branch also increased efficiency in delivering more basic functions, such as department publications and print production.

This trend resulted in the preparation of comprehensive 1983 communication programs for the Property Tax Reduction Program; the Senior Citizens' Renter Assistance Program; the department magazine, Municipal Counsellor; the department newsletter; the department brochure; and the Airport Vicinity Protection Area Program. The branch also co-ordinated the implementation of these plans through various materials — advertising, brochures, posters, feature articles, news releases and fact sheets.

It also resulted in the branch providing issues consulting to the new minister and helping co-ordinate a 1983 media and community relations session for assessors.

Public relations advice and editorial assistance was also provided in the preparation of a series of planning brochures to be launched in the next fiscal year.

Central Services Branch

This branch provides support services to the operational divisions of the department in the following areas: data processing, records management, library services, office accommodation and occupational health and safety.

Major activities for the current year included:

- Development and successful implementation of the municipal financial information system
- Development of the first phase of the computerized oilfield and plants industrial assessment system. Work is continuing on the development of phase II, as well as the redesign and construction of the pipeline industrial assessment system
- The improvement district and Special Areas computerized property taxation system was revised to expand management information capabilities and meet provincial reporting requirements
- The department library helped various regional planning commissions to establish their own libraries
- The records section acted as the prime information source for the department, responding to more than 15,000 telephone inquiries directed to the department information line.

Financial Services Branch

This branch is responsible for the department's accounting, budgeting, financial management systems, cash receipts, disbursements and property taxation accounts.

In 1982/83 the branch continued its emphasis on improving management information. The newly created financial systems section is initially concentrating on trust fund accounting improvements, including financial reporting policies and procedures, and the application of computer aids.

1982/83 EXPENDITURE CLASSIFIED BY PROGRAM

a) Financial Support for Municipal Programs $200,530,000 - 66%

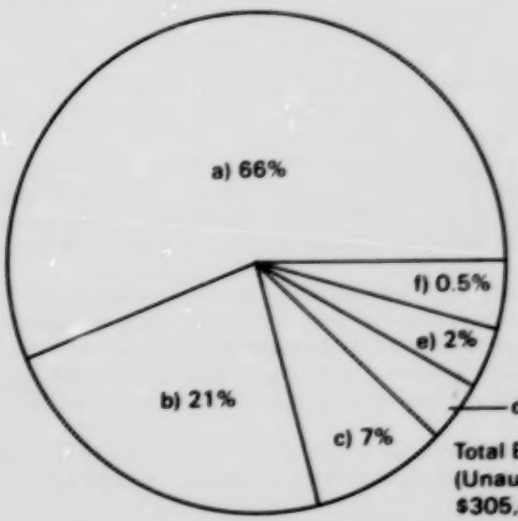
b) Alberta Property Tax Reduction Benefit Rebate to Individuals $63,383,000 - 21%

c) Administrative and Technical Support to Municipalities $22,392,000 - 7%

d) Community Planning Support $11,044,000 - 3.5%

e) Departmental Support $6,080,00 - 2%

f) Regulatory Boards and Co-ordination of N.E. Alberta Programs $1,659,000 - 0.5%



Total Expenditure (Unaudited) $305,088,000

Departmental expenditures for 1982/83 amounted to $305 million, a 41 per cent increase since 1981/82. The Municipal Debenture Interest Rebate program costs and a special $20 million warrant to support the City of Edmonton Convention Centre represent the major portion of this increase.

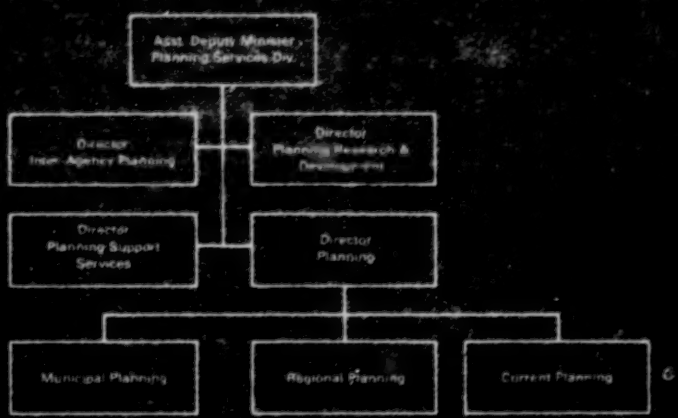
Internal Audit

The internal auditor primarily reviews, evaluates and reports on the financial policies, systems and activities within the department. The audit mandate provides for an independent review of financial controls, accountability and viability.

The internal auditor reports to the Department Audit Committee, consisting of the deputy minister and senior department executives. The committee reviews the annual audit plan and audit reports and promotes the establishment and maintenance of adequate internal control systems.

This year the internal auditor helped to prepare various financial management policies and procedures and a contract administration manual. The auditor also completed a preliminary study on computerizing the spare parts inventory control system in the Special Areas.

PLANNING SERVICES DIVISION



PLANNING SERVICES DIVISION

The division provides land use planning and related services through its four branches:

- Planning Branch
- Inter-Agency Planning Branch
- Planning Research and Development Branch
- Planning Support Services Branch

Ongoing input was provided to the Alberta Planning Board and the minister pertaining to the approval and ratification of regional plans.

Research work on dealing with resource impacts on communities (Boom H and Boom R models) was undertaken. In this regard, a paper entitled Housing Policies for a Newly Created Resource Town: A New Application of the Boom H Simulation Model in Canada, was prepared and presented to the annual general meeting of the Canadian Regional Science Association in Ottawa.

The Mackenzie Regional Planning Commission was established in the northwest area of the province, dividing the former Peace River RPC into the Mackenzie and South Peace. The division provided the necessary input into this process. Advice was also provided on a number of matters relating to municipal and regional planning in the Calgary region.

In addition, ongoing activities of providing land use planning services to municipalities outside of regional planning commission boundaries continued. A description of activities undertaken by the four branches of the division during the subject fiscal year follows.

Planning Branch

This branch consists of three sections:

- Municipal Planning
- Regional Planning
- Current Planning

These sections provide basic land use planning services to municipalities not represented by a regional planning commission.

The branch, to this point in time, has been divided into the three operational units described on a functional basis. Consideration has been given to a geographic reorganization, with the intent of identifying an improved system for delivery of services to client municipalities.

MUNICIPAL PLANNING SECTION

Branch activities for the fiscal year were:

- Section personnel were involved with more than 60 urban municipalities, from hamlets of less than 100 residents to towns of more than 5,000 people. The area of responsibility extended from Fort Chipewyan to Provost and from Slave Lake to Lloydminster and included all urban municipalities which are not within a regional planning commission.

- Planners were involved with the transition of planning advisory and statutory services to the Yellowhead Regional Planning Commission for the western part of the area.

- Assistance to communities throughout the planning branch's area of jurisdiction included preparation of general municipal plans, planning reports, special studies, development plans or concepts and outline plans. Referrals were received and advice given relating to land use bylaws, subdivision applications, annexation proposals and development applications. Background information relating to the area of jurisdiction was also provided to government and private organizations.

- During the 1982/83 year, general municipal plans, or updates to general municipal plans, were completed for: Bonnyville, Cold Lake, Grand Centre and Grande Cache (not yet adopted). Community development plans were completed for: Andrew, Janvier, Boyle, Thorhild and Vilna. Major documents in draft stage included: the Vegreville General Municipal Plan and the Canyon Creek, Widewater-Wagner Community Plan. The Town of Westlock General Municipal Plan Review was about one-half completed.

- The section continued a major involvement with the Metis Development Branch assisting in providing planning advice and training to the western settlements and preparing to undertake major inventories on the four eastern settlements.

- One staff member was extensively involved in organization of the 1983 Alberta Association Canadian Institute of Planners annual conference.

- The section also participated in a number of department research and advisory groups in areas ranging from planning education and upgrading through creation of new municipalities to assessment of municipal planning needs.

- Other projects included:

    - assistance in drafting several municipal-school reserve agreements and development agreements
    - involvement in two major transportation studies
    - outline plans in more than 20 communities, and a number of special studies
    - participation in six municipal census projects

REGIONAL PLANNING SECTION

Throughout this fiscal year, the section continued to provided a wide range of planning services to most of the 15 rural municipalities not served by regional planning commissions.

Rural municipalities served by the regional planning section include:

- The Counties of Beaver No. 9, Vermilion River No. 24, Lamont No. 30, Smoky Lake No. 13, St. Paul No. 19, Two Hills No. 21, Minburn No. 27, Thorhild No. 7, and Athabasca No. 12.

- The Municipal Districts of Westlock No. 92, Wainwright No. 51, Provost No. 52, and Bonnyville No. 87.

- Improvement Districts No. 17 and 18.

During this fiscal year, section staff have been substantially involved as general planning advisors to assigned municipalities. Various plans and planning documents were prepared including general

municipal plans, lake management plans and resource studies. Staff were also involved in various government referral systems concerning resource proposals, land-related developments and land subdivision.

More specifically:

- General municipal plans were in varying stages of preparation for the Counties of Beaver No. 9, Minburn No. 27, Athabasca No. 12, and Lamont No. 30. General municipal plans were also being prepared for the Municipal Districts of Westlock No. 92 and Provost No. 52.
- A review of a planning document entitled Improvement District No. 18 Land Use Strategy was undertaken during this fiscal year, as was a study entitled County of Vermilion River No. 24 — Fringe Area Policy — Lloydminster Vicinity.
- This fiscal year recorded the successful completion and municipal adoption of the Lac La Biche Lake Management Plan as well as the Chickenhill Lake Management Plan.
- Substantial progress was made towards completion of a regional lakes planning project entitled Lake Planning Framework.
- The Lac La Biche West Area Structure Plan was completed and adopted this fiscal year as was the Hamlet of Cherry Grove Area Structure Plan. The Mitsue Lake Area Structure Plan was initiated late in this fiscal year with substantial progress recorded.
- Staff acted as referral agents for various government referral systems regarding land-related topics and developments. Committees responsible for most of this workload component are the Crown Mineral Disposition, Exploration and Development, and Reclamation Review Committees.

CURRENT PLANNING SECTION

The section continued to provide subdivision and bylaw services to municipalities not within regional planning commissions.

- Subdivision processing remained the primary activity. There was a reduction in the number of applications due to the creation of the Yellowhead Regional Planning Commission and a slower provincial economy.
- Land use bylaw activities consisted primarily of updating, amending and consolidating existing documents.

In addition, the section continued to promote the province-wide Airport Vicinity Protection Area Program. The amendment and updating of existing regulations and the adoption of new regulations were the principal activities.

A detailed breakdown of section activities follows:

TABLE I: SUBDIVISION ACTIVITY

Types of Applications Received		Decisions Made	
Instruments	396*	Approvals	82
Plans of Survey	166	Conditional Approvals	443
Outline Plans	16	Refusals	93
		Deemed Refusals	13
SUB TOTAL	578	Applications Withdrawn	26
		Decisions Pending	81
Number of Files Carried over from Previous Year	160		
TOTAL	738	TOTAL	738

Number of Alberta Planning Board Appeals Attended - 92
Number of Instruments Endorsed - 555

* Includes 29 instruments processed under Section 86 of the Alberta Planning Act.

TABLE II: BYLAW ACTIVITY

	Decisions
Land Use Bylaw Adopted	2
Land Use Bylaw Amendments	88
Land Use Orders Amended	10
Consolidations	5
General Plan Amendments	5

TABLE III: AIRPORT VICINITY PROTECTION AREA (AVPA) ACTIVITY

Draft AVPA Regulations	6
Draft AVPA Amendment Regulations	4
AVPA's Recommended for Order in Council	7
Approved Orders in Council	4

* This includes the Spirit River, High Prairie and Edson AVPA Regulations and the Edmonton International AVPA Amendment Regulation.

Inter-Agency Planning Branch

During its sixth year of operation, the branch provided technical support to the Alberta Planning Board and the minister in discharging their respective responsibilities for regional planning in Alberta. Other branch activities were aimed at strengthening local and regional planning and policy development capabilities.

Major activities were:

- **Regional Plan Review**

  Discussions were held with regional planning commission staff on the revised Guidelines for the preparation and Review of Regional Plans, and Framework for Application of Regional Plan Guidelines. Assistance was offered to all commissions in rewriting their plans into a policy format more compatible with the guidelines.

  Technical assistance was provided to the board and minister in their review of several draft plans, adopted plans and resubmitted plans and discussions were held with the commissions on these. The branch co-ordinated the responses of other government departments to the board on a variety of regional plan products.

  Major work was undertaken on plans for Battle River, Peace River, Palliser and Calgary.

  Branch members participated in an advisory capacity on the regional planning committee of the Edmonton Metropolitan Regional Planning Commission.

- **Establishment of Mackenzie Regional Planning Commission**

  The branch developed recommendations for the board and minister on the establishment of the Mackenzie Regional Planning Commission, and on the impacts this would have on the Peace River Regional Planning Commission.

  Assistance was provided to the commission executive on organizational structure, establishment of procedures and hiring of staff. An architectural concept design was prepared for the commission's new office building and a study was conducted on the feasibility of using the old Berwyn hospital versus constructing a new building.

- **Regional Planning in the Calgary Region**

  Advice was provided to the board and minister on a number of matters in the Calgary region, notably: the status of the regional plan; the separation of the MD of Kneehill; the application of the MD of Rocky View for subdivision approving authority; and the pending Calgary annexation.

- **Planning for Innovative Housing**

  A review of 35 housing projects across the province was conducted as part of an assessment of the section of the Alberta Planning Act (section 149) dealing with innovative residential development areas. A detailed report on the design and other aspects was prepared.

- **Land Use Planning for Pipelines**

  Work continued on land use planning related to protecting pipelines, especially those carrying hazardous products, from encroachment by urban developments. A design study, examining how residential developments currently integrate pipelines and what design guidelines could be utilized for future developments, was undertaken. Its results were discussed with land use planners from across the province.

- **Establishment of a Consortium of Educational Institutions**

  The branch encouraged the four universities and colleges, having programs related to land use planning and policy development, to formalize their relationship in a consortium.

  Reports on training needs and related educational opportunities were prepared by the branch. A proposal to mount a series of courses was presented to the consortium and discussed with the regional planning commissions.

- **Training for Municipal Development Officers**

  The branch undertook a detailed needs assessment, using 10 experienced municipal development officers (MDOs), then worked with the Local Government Studies program and the Applied Land Use Planning program at the University of Alberta to establish a training workshop for MDOs. Staff participated in the course design and encouraged the institutions to modify their programs to address MDO needs.

- **Public Information Program**

  Branch staff initiated a public information program, based on needs identified in meetings with planning and other agencies. Three brochures were designed and other, more detailed materials assembled for display in municipal and regional planning commission offices and libraries across the province.

- **Establishment of a Program of Energy Conservation in Land Use Planning**

  A program to assist land use planning agencies to make their plans and land use bylaws more sensitive to energy conservation needs was commenced. Staff and an energy expert toured the regional planning commissions to determine the most effective way to provide assistance. Two workshops were held to stimulate interest and explore alternatives.

- **Policy Support on Planning Matters**

  Advice was provided to the board and minister on a number of matters affecting the land use planning system in the province.

Planning Research and Development Branch

During the fiscal year 1982/83, branch staff were involved in a number of ongoing projects and began new projects important to the planning process throughout the province.

Major research and development activities included:

- Further work on the Boom R model was undertaken to simulate the impact of a resource project on a group of communities

- The branch prepared and presented to the annual general meeting of the Canadian Regional Science Association in Ottawa, a paper entitled Housing Policies For A Newly Created Resource Town: A New Application of The Boom H Simulation Model in Canada. The paper discussed recent developments in the branch's housing simulation model for boomtowns

- The branch acted as a technical working group for various provincial government departments, as well as an information co-ordinator on Coal Branch developments

- Work continued on assessing the financial and other impacts of new resource development in the Coal Branch region

- The branch continued to co-operate with the current planning section of the Planning Branch in evaluating the content of present land use bylaws
- Data Sources For Municipalities in Alberta, a source guide of information for planners prepared by the branch, was updated and expanded
- Work was undertaken to collect information on future planning research topics and will be established in an upcoming research needs inventory
- The project: Planning Futures was initiated to develop planning advice on longer range prospects and needs in Alberta land use planning
- The branch acquired a microcomputer to assist in research analysis, municipal financial impact studies, data sources inventory, and to integrate the municipal financial impact model with the Boom H model.

Planning Support Services Branch

The branch continued its mandate of providing administrative, financial, municipal engineering, cartographic and graphic services in support of professional land use planning work prepared by the division. Branch staff attempted to improve services by introducing innovative techniques such as the use of the airbrush and the silk screen processes.

The small darkroom facility became operational in September, 1982, and greatly enhanced the operations of the branch. This unit provided the division with the inhouse capability of preparing negatives, composites and positives required for land use planning work, thus greatly improving turn-around time as well as making the operation more effective.

A synopsis of some specific activities follows:

- Drafting technicians handled approximately 190 illustrative land use mapping requests.
- Approximately 750 compiled municipal land use plans were updated.
- There were 25 Airport Vicinity Protection Area mapping requests completed.
- Some 15 land use presentation packages were prepared.
- The branch handled about 110 miscellaneous requests, including divisional work as well as projects from other departmental units.
- The drafting unit prepared updated maps relating to land use planning jurisdictions and regional planning authorities.
- The engineering services unit provided municipal engineering support pertaining to provision of aerial photographs, contour mapping and ground control surveys as well as provided related consultative input to professional planners.
- The administrative support contingent co-ordinated all divisional administrative requirements — accounts payable, personnel related matters and general administrative policies and procedures.
- The darkroom provided cartographic and graphic reproduction work, in support of land use planning documents. The unit handled 510 orders between September, 1982, and March 31, 1983.

1982/83 Regional Planning Commission Boundaries

IMPROVEMENT
DISTRICTS
OPERATIONS DIVISION

IMPROVEMENT DISTRICTS OPERATIONS DIVISION

This division promotes local government and provides municipal services in Alberta's improvement districts (IDs) and Metis settlements through:

- Land Tenure Secretariat
- Improvement Districts Support Services
- Metis Development Branch
- Northern, Southern and Central/Eastern Regional Branches

The IDs continued to take a stronger role in provincial-municipal administration during the 1982/83 year. Now the early phases of physical decentralization are complete, the slower processes of improving the information base, long-term policy development, planning, education and training are well underway.

IDs continued to pay more of their total operational costs and decrease their reliance on provincial funding. Services levels increased substantially as the IDs continued to close the gap between themselves and the incorporated rural municipalities.

The same long-term processes have also been at work in relation to Metis settlements. A start was made on examining the whole legal basis for an effective working relationship between the government and the settlements. Local decision-making on the settlements continued to increase and several major projects were initiated to increase service levels.

Divisional activities included:

Policy

- The Policy Manual for ID advisory councillors, developed at the 1982 Alberta Association of Improvement Districts (AAID) conference, was subsequently compiled and distributed to all the councillors
- Local policies began to be developed to complement provincial policies, in conjunction with the AAID
- A joint government/Metis committee under the chairmanship of Dr. Grant MacEwan, established to review the Metis Betterment Act and Regulations, continued to meet for most of the year
- An evaluation of Agricultural Service Boards in the IDs was initiated in conjunction with Alberta Agriculture

Reorganization

- For the IDs, greater financial and administration control was transferred to the district offices as part of the ongoing decentralization process
- A regional director's office was established in Calgary, to serve the southern IDs
- The Metis Development Branch established a district office in High Level to serve the Paddle Prairie Metis Settlement

Local Services

- Most of the larger hamlets in the IDs have now been serviced by water and sewer systems and the IDs have consolidated activities in other areas, such as fire protection, ambulance service and garbage disposal

- Several IDs set up joint agreements with other municipalities both to improve the level of services and to foster better intermunicipal relations

- Initiatives taken on the Metis settlements include a new water reservoir in Paddle Prairie, the design and initiation of a water and sewer system in Gift Lake, water treatment plants in Elizabeth and Fishing Lake, and individual water well programs in Caslan, Kikino, Elizabeth and Fishing Lake

Development and Planning

- Most of the IDs took part in the process of preparing draft regional plans for ratification

- Several districts initiated or updated general municipal plans or initiated joint general plans with adjacent municipalities

- The Land Tenure Secretariat, along with the ID concerned, developed lots in Sandy Lake, Conklin and Janvier

- Hamlet plans and an improved level of services were established in Sandy Lake, Conklin and Janvier

- To date, 405 titles have been transferred under land tenure and several other community holdings have been formalized through ID administration activity

- The development of five-year plans for the Metis settlements continue to progress

- The Metis Development Branch engaged the department's municipal and regional planning sections to begin development of land use inventories for the eastern settlements

Training

- The training of Metis settlement clerks continued, largely through the service of a private chartered accounting firm. Local settlement councillors also continued to be trained through regional workshops in such areas as fire prevention, house construction, recreation, human resource development and settlement administration

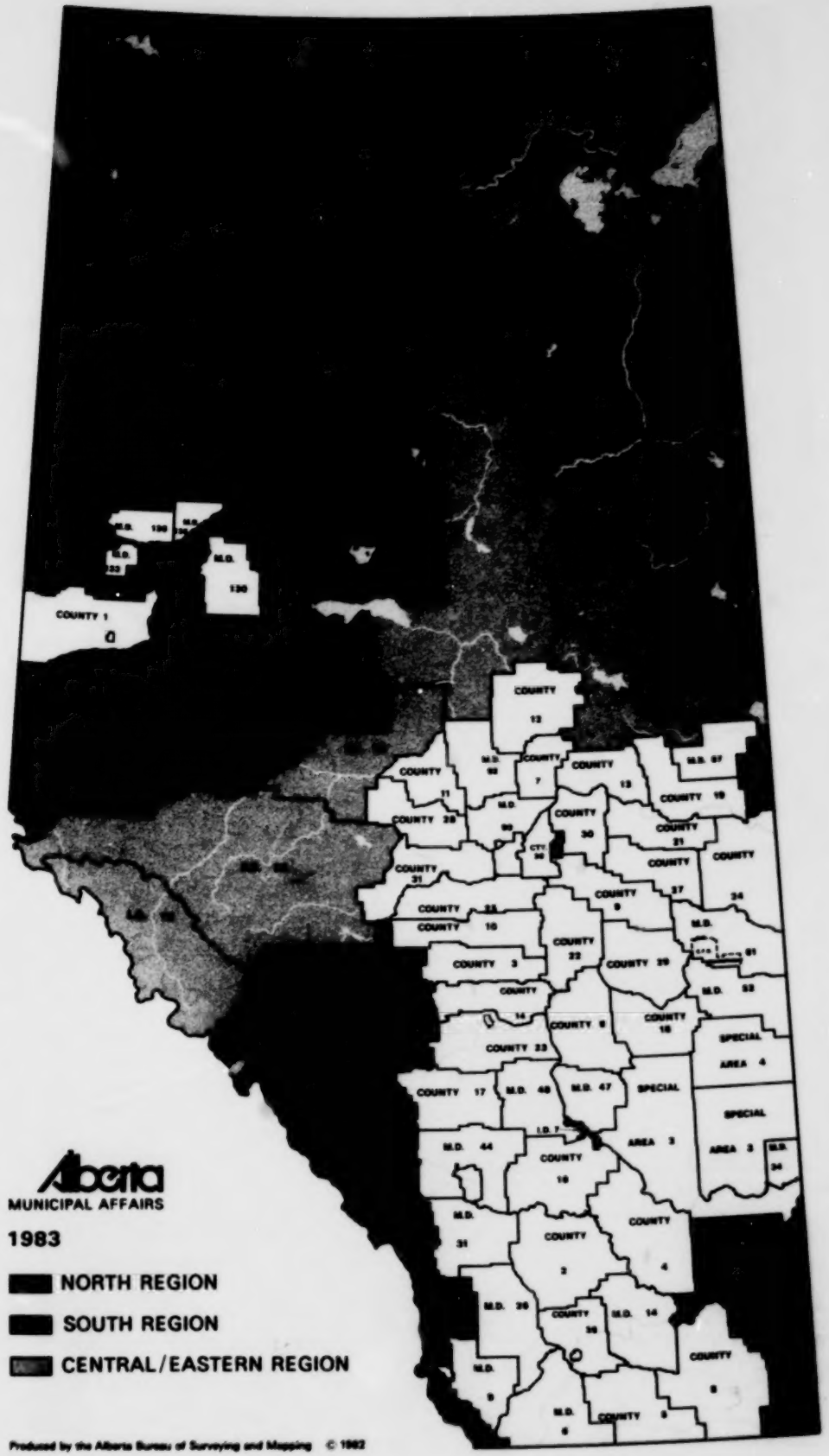
- Regional workshops were again held for councillors through the AAID. The central and eastern workshop in Slave Lake featured a private consultant, providing instruction on policy development at the local level

Assessment and Taxation

- The total live assessment was $794 million and equalized assessment totalled $1,390 million

- The number of taxable parcels of land in all the IDs totalled almost 120,000

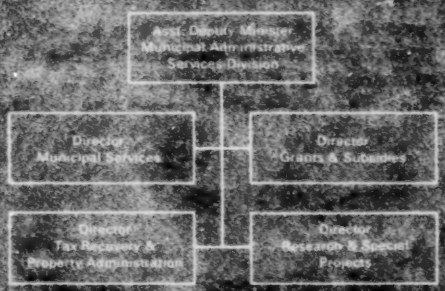
- A file extension system involving the computerization of many assessment and taxation functions was successfully implemented in conjunction with the department's finance and administration division


Alberta
MUNICIPAL AFFAIRS
1983
NORTH REGION
SOUTH REGION
CENTRAL/EASTERN REGION
Produced by the Alberta Bureau of Surveying and Mapping © 1982

Alberta
MUNICIPAL AFFAIRS
LAND TENURE
1983
▲ COMPLETED PROJECT
● PRESENT PROJECT
I.D. JURISDICTION
Produced by the Alberta Bureau of Surveying and Mapping © 1982

Alberta
MUNICIPAL AFFAIRS
METIS DEVELOPMENT SETTLEMENTS
1983
METIS SETTLEMENT
I.D. JURISDICTION
Produced by the Alberta Bureau of Surveying and Mapping © 1982
COUNTY 1
COUNTY 12
Caslan
COUNTY 19
Fishing Lake
(Spiritnow)
Elizabeth
COUNTY 24
COUNTY 30
COUNTY 22
COUNTY 6
COUNTY 18
SPECIAL AREA 4
SPECIAL AREA 3
SPECIAL AREA 2
COUNTY 17
COUNTY 16
COUNTY 4
COUNTY 8
COUNTY 5

MUNICIPAL ADMINISTRATIVE SERVICES DIVISION



MUNICIPAL ADMINISTRATIVE SERVICES DIVISION

This division is composed of four branches:

- Grants and Subsidies Branch
- Municipal Services Branch
- Research and Special Projects Branch
- Tax Recovery and Property Administration Branch

The division acts as the focal contact point for general municipal administration. It conducts annual inspections of all incorporated municipalities, with the exception of cities, to ensure municipal government is being carried out in accordance with relevant legislation and regulations. More important, the division regularly provides advice and information to municipal officials on their duties.

The division also plays a significant role in the development of the government's municipal policies, frequently co-ordinating or serving as the departmental representative on interdepartmental committees. Through workshops or seminars it provides information to municipal officials and receives their input regarding matters which are relayed to the minister, relevant officials, departments or agencies.

Contact with individual Albertans occurs most frequently in the administration of property tax reduction programs and tax recovery procedures. The division also plays an important role in investigating and resolving complaints regarding municipal governments or officials.

During the 1982/83 year, the division co-ordinated the preparation of the Local Authorities Election Act and extensive amendments to the Municipal Government Act.

Continued efforts have been made to improve the interface between the division and elected and appointed municipal officials. These include regular meetings with the municipal associations, an annual series of meetings with senior city administrative staff, consultation with representative officials on planned programs and legislation and extensive involvement in education for elected and appointed officials.

Grants and Subsidies Branch

The branch continued its mandate of administering financial assistance programs to municipalities and Albertans and distributed approximately $253,860,000 in benefits in the 1982/83 fiscal year.

Details of the disbursements were:

MUNICIPAL DEBENTURE INTEREST REBATE PROGRAM*

12	Cities	$62,326,903
110	Towns	11,266,478
123	Villages	1,274,901
39	Summer Villages	9,480
30	Counties	1,682,819
18	Municipal Districts	185,141
16	Improvement Districts	104,647
	Total	$76,850,369

* For the period January 1, 1982 to December 31, 1982.

UNCONDITIONAL ASSISTANCE GRANTS TO MUNICIPALITIES

12	Cities	$37,784,156
111	Towns	12,978,825
123	Villages	2,407,646
39	Summer Villages	191,943
30	Counties	18,394,478
18	Municipal Districts	8,548,400
16	Improvement Districts	5,405,302
	Special Areas	768,706
4	Collecting School Districts	370,735
	Total	$86,850,191

SPECIAL PURPOSE MUNICIPAL GRANTS

1	City	$20,000,000
6	Towns	368,620
1	Village	50,000
1	County	20,000
2	Municipal Districts	102,091
2	Improvement Districts	163,877
		20,704,588
	Municipal Anniversary Recognition Grants	12,078
	Total	$20,716,666

EDMONTON ANNEXATION TRANSITIONAL ASSISTANCE GRANTS

2	Counties	$7,862,972
1	Municipal District	1,347,772
	Total	$9,210,744

SENIOR CITIZENS RENTER ASSISTANCE PROGRAM

Regular Applications ($1,000)	21,924
Subsidized Housing Applications ($500)	13,183
Owner — Occupied Mobile Home Applications ($600)	1,435
Total Applications	36,542
1982 Expenditures	$29,567,900
Expenditures for Prior Years	1,188,700
Total Disbursed (unaudited)	$30,756,600

PROPERTY TAX REDUCTION

1982 Applications	
Senior Citizen	74,224
Non-Senior Citizen	74,846
Total 1982 Applications	$149,070
Amount Disbursed Senior Citizen	$24,537,729
Amount Disbursed Non-Senior Citizen	5,680,901
Amount Disbursed Prior Years' Benefits	1,506,388
	$31,725,018
Administration Fees	441,179
Total Disbursed (unaudited)	$32,166,197

Other branch highlights include:

- Implementation of a system of preprinting and mailing senior citizens renter assistance applications. Approximately 34,000 applications were mailed during May, 1982, which resulted in a reduced processing time and greater service to the seniors.
- The branch administered the Priorities Employment Program for the department, for which $108,866 was approved. Under the program, 15 projects were established and 20 people employed for four months.
- The branch also administered the Summer Temporary Employment Program for the department, for which $49,866 was approved; 14 projects employing 14 people for four months were established.
- There were several modifications to the Municipal Debenture Interest Rebate Program including the cancellation of the subsidy on debentures issued under authority of bylaws for which the Local Authorities Board Certificate of Approval was dated March 28, 1983, or later.

Municipal Services Branch

The slow down in the economy during the past year has resulted in a substantial increase in the branch workload. This was highlighted by:

- an increase in the monitoring of financial statements for adverse financial conditions
- indepth financial analysis of specific municipalities experiencing financial difficulty
- advisory services to municipalities, other agencies and the department

The state of the economy has resulted in a substantial reduction in turnovers of municipal administrators in Alberta. This, coupled with the placement of graduates from the Municipal Internship Program for the past three years, is reflecting a greater stability in municipal administration throughout the province.

The branch has continued its initiatives in training municipal administrators and again presented a three-day training program in municipal administration at the Municipal Refresher Course held in Banff in June.

Staff members also attend conventions, zone meetings, seminars and workshops to provide input on management. Six seminars for elected officials were held at various locations throughout the province and staff presentations were made at each of these seminars.

During the year under review, senior staff members were involved in two committees appointed by the minister to undertake special studies. The Minister's Advisory Committee on Municipal Finance concluded its studies and filed a report with the minister in July, 1982. The report has subsequently been released for discussion by the municipal associations.

The Minister's Advisory Committee on Debenture Approval Process began its operation in late May, 1982. The committee has now substantially concluded its studies and a report will be filed shortly.

Other branch highlights included:

- The Field Services Section undertook the inspection of municipal offices in all municipalities, except cities, to review the administrative practices, compliance with enabling legislation and overall financial condition. There were four special investigations conducted during the year arising from complaints received.

- Under the Municipal Administration Internship Program, six interns with suitable secondary education were recruited to undertake a one-year internship in municipal administration. These interns were placed in selected municipalities where they had an opportunity to undertake a disciplined learning and working experience to fit them for a career in municipal administration. The internship program has been in operation for three years. Some 21 of the interns who participated are now in senior administrative positions in Alberta municipalities and one is employed in a related field.
  The benefit of this program is very high compared with its cost. The continued infusion of suitably educated and trained people into the municipal administration and financial management field will add considerable stability to this area of public service.

- The new municipal budget forms and financial statements adopted for use in Alberta municipalities have been well received. The timeliness and quality of the financial information provided to the department has improved dramatically in this past year. This, coupled with the development of the department's new computerized municipal data base, will enable the department to undertake indepth financial analyses, comparative studies and a review of the impact of provincial programs and policies on municipal operations.

- Six new summer villages were incorporated as at January 1, 1983. Six senior municipal inspectors were appointed as official administrators to undertake the organization and administration of the summer villages, until councils are elected. In addition, a senior municipal inspector was appointed official administrator of the Town of Granum to supervise its affairs, due to the loss of a quorum of council.

- Senior staff members have worked on a continuing basis with a number of municipalities experiencing financial difficulty. This involves meeting with the council, providing advisory services, reviewing budgets and operational activities.

- At March 31, 1983, the number of incorporated municipalities in Alberta totalled 333, including:

12	cities
111	towns
123	villages
45	summer villages
30	counties
18	municipal districts

  There are 21 improvement districts and three special areas in the province.

Research and Special Projects Branch

During the 1982/83 year, the branch continued to provide research and advisory services to the department and various government agencies. Major branch activities included the following:

- Reviewing various population projections that have been developed for the Calgary and Edmonton areas

- Documenting trends in the development and organization of municipal and local administrative bodies in Alberta

- Developing various policy options on industrial improvement district tax transfers

- Preparing a report on incorporation options for the hamlets of Fort Vermilion and La Crete

- Analyzing various incorporation options for Improvement District No. 8 and adjacent area
- Reviewing provincial action taken on the recommendations of the (1973) Grande Cache Commission
- Preparing and analyzing a Municipal Counsellor readership survey
- Preparing and analyzing a departmental staff newsletter readership survey
- Undertaking a comprehensive study of the range, level and cost of municipal services in the County of Strathcona
- Providing continuing liaison with Regional Resources Project #1 and administration of the assistance grant for this project
- Providing financial support to the University of Lethbridge to assist with the study of a number of issues impacting on municipalities in Alberta. Topics include the function of small businesses in southern Alberta; the impact on municipal finance in communities affected by surface mining for coal; institutional arrangements among the various levels of government in response to large-scale natural resource development projects.

Tax Recovery and Property Administration Branch

The branch ensures the rights of taxpayers and the interests of municipal taxing authorities are protected in tax recovery proceedings. With this objective, more than 60 municipal secretary-treasurers and ratepayers were contacted so the branch might provide assistance on tax recovery, land sales and tax collection proceedings.

Meetings with ratepayers, in particular, dealt with collection complaints and applications by municipal authorities for ministerial permission to apply to the court to evict negligent taxpayers.

Branch representatives attended the Alberta Association of Municipal Districts and Counties convention, the Alberta Rural Municipal Administrators Association conference, the Alberta Association of Improvement Districts convention, and one zone meeting of the Alberta Urban Municipalities Association. Four branch workshops on tax recovery procedures for municipal administrators were conducted throughout the province.

In addition, the branch made recommendations to the minister for or against the approval of sales of property taken over by reason of non-payment of taxes in various municipalities.

Following is a summary of approved tax recovery sales:

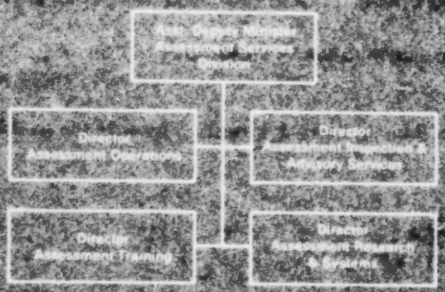
- **Cities, Towns and Villages:** Sale of occupied properties, to their respective residents, by cities and towns involved six parcels for a revenue return of $33,595.61, with the villages submitting 52 parcels for a return of $234,566.96.
- **Improvement Districts and Special Areas:** There were 951 parcels listed (644 of which were redeemed prior to sale), 287 advertised and 61 offered for sale in 18 tax sales held by the branch. Total revenue from sales through tender and sales of tax forfeited lease land to lessees in ID 1 (at appraised values) amounted to $282,910.80.
- **Counties and Municipal Districts:** Some 91 land parcels were sold for a return of $487,385.58.

- **Special Areas Land Sales:** The branch processed 432 applications covering sale of land in the Special Areas and approved by the Special Areas Board to those lessees wishing to acquire same. Total sale value amounted to $12,140,038.

- **Collections:** Some $11,679 was collected in improvement districts for rental of tax recovery land. Also, $34,834.79 in outstanding Agricultural Relief Advance receipts were collected in improvement districts. Recommendations were made to the Agricultural Relief Adjustment Board regarding compromise settlements of accounts, which were irretrievably in arrears, or cancellation of uncollectable accounts.

- **Other Highlights:** These include the completion of a subdivision to provide Alberta Wheat Pool with a site for their grain handling facility in the Hamlet of Rosedale, ID 7.

ASSESSMENT SERVICES DIVISION



ASSESSMENT SERVICES DIVISION

This division is responsible for ensuring assessments are made equitably throughout Alberta. This responsibility is partly met through the preparation of assessments for some municipalities by department staff. The division provides research training and advisory support to local assessors as well as its own staff.

All assessments, whether they are prepared locally or by departmental assessors must meet the standards determined by the Government of Alberta and published by the department in the Alberta Assessment Manual.

This division consists of four branches:

- Assessment Operations Branch
- Assessment Training Branch
- Assessment Inspection and Advisory Services Branch
- Assessment Research and Systems Branch

The economic downturn which hit Alberta in 1982 has placed assessment functions under increasing pressure to ensure property tax equity.

Assessment Operations Branch

The slowdown in the economy has reduced the amount of new construction as well as related developments. However, assessors have been kept busy dealing with problems created by the recession.

The economy has also given the opportunity to complete some overdue general assessments. Some 42 general assessments were in progress during the fiscal year.

The Industrial Assessment Section has shown a steady growth in well counts and pipelines.

	1981	1982
Number of Wells	63,316	67,848
Pipeline	91,850 miles (147,814 km)	93,280 miles (150,115 km)

Government restraints have required staff reductions; Assessment Operations has responded in the following manner:

1981 Staff		1982 Staff	
9	Managers	9	Managers
37	Assessor IV	34	Assessor IV
31	Assessor III	40	Assessor III
43	Assessor II	45	Assessor II
84	Assessor I	63	Assessor I
41	Clerical	36	Clerical
245		227	(seven per cent reduction)

Assessment Research Branch

The major objective of the branch is to provide technical assistance to Alberta assessors in the valuation of land and improvements. The focus of this assistance is the Assessment Valuation Manual, published

on a five-year cycle. The material in the manual is updated, modified and expanded in Mandata, a quarterly publication.

At present, the branch is concentrating on the production of a 1984 manual using 1982/83 as the base period for developing rates and schedules. In 1982, work was initiated on the manual's farm land section, as part of the major review of the farm land assessment procedures. As well, work has continued on the residential and commercial/industrial portions.

The acquisition of a micro-computer by the branch will greatly facilitate the production and maintenance of the 1984 manual and future manuals.

The branch mandate extends to the development and co-ordination of automated systems for assessment purposes. Branch staff have been involved in the development of the industrial assessment system and the evaluation of a system to calculate farm land areas through the application of digitization techniques.

Included in 1982/83 research projects were:

- the depreciation of industrial machinery and equipment
- the standardization of well site assessments
- the study of equalized assessment for the Committee on Equalization of Assessment commissioned by the Assessment Equalization Board
- preparation of draft legislation and regulations

Assessment Inspection Branch

The branch provides an inspection and consultative service to ensure quality control of all assessments throughout the province.

During the fiscal year, enquiries from the public and senior or local government officials were addressed and draft regulations and legislation were prepared. Assessment complaints were investigated with necessary recommendations or action taken.

The branch prepared market value appraisals for other agencies as well as studies and recommendations on annexation proposals and other assessment related issues.

Education material on assessment matters was prepared and presented through seminars and presentations to councils and other ratepayer interest groups.

Assessment Training Branch

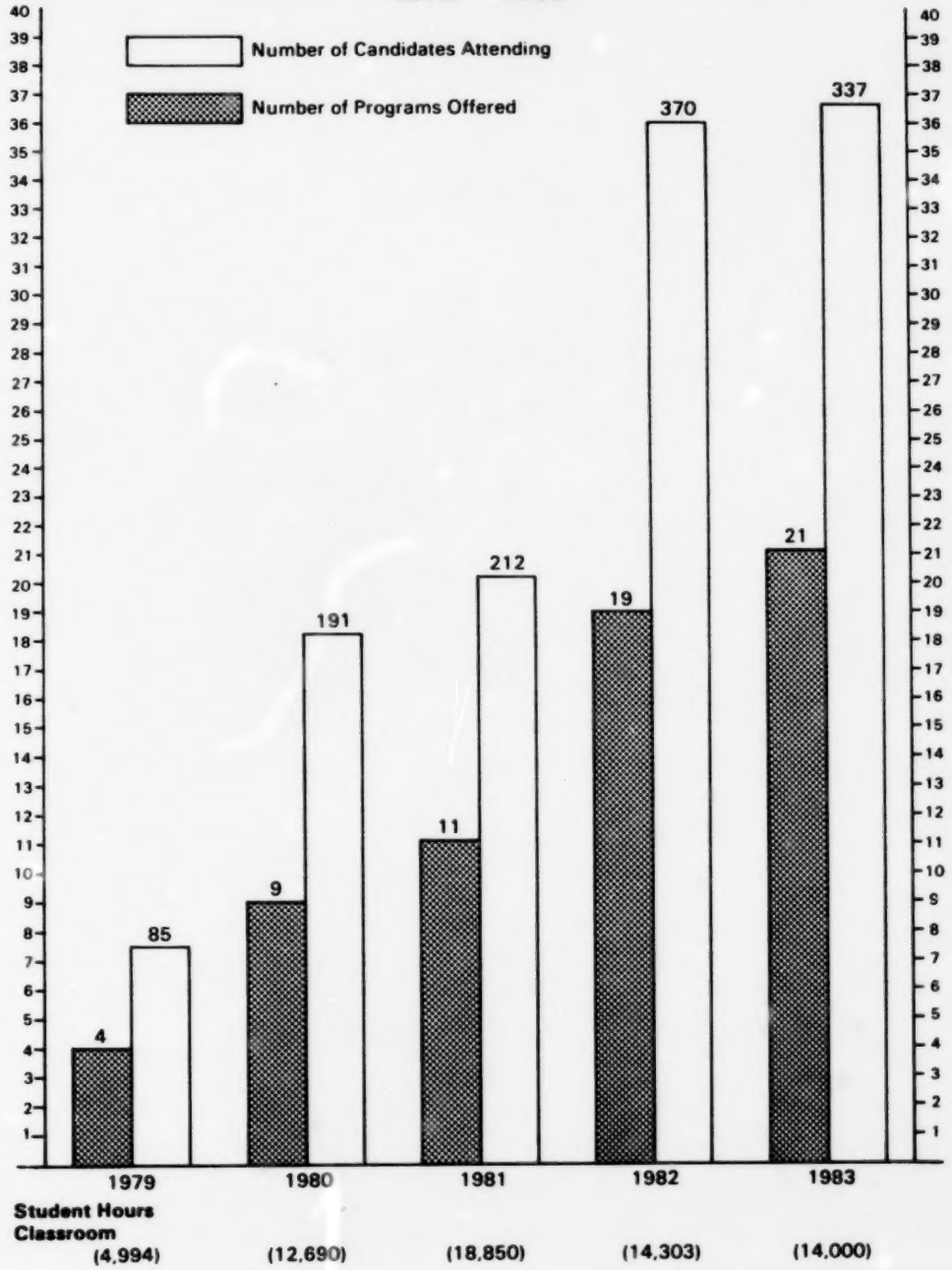
The main objective of the branch is the practical education of all Alberta assessors.

This was accomplished in 1982/83 in several ways:

- the assessor development series, a practical course on current assessment practice
- the Senior Assessment Supervisor Symposium, an annual seminar for assessment managers and supervisors

- special training on timely topics as the need arose from the field staff
- education career consultants, to assist in the educational career development of all assessor candidates leading to full accreditation.

PROGRAMS OFFERED AND STUDENT ATTENDANCE
1979 — 1983



ASSOCIATED BOARDS

THE ALBERTA PLANNING BOARD

The board develops and administers land use policies and procedures for land subdivision.

Board activities changed emphasis significantly during the fiscal year. Essentially, the change was from catching up on a previous backlog of subdivision appeals to reviewing proposed regional plans. As well, this report reflects a number of other changes in the activities of the board membership and staff.

The Alberta Municipal Affairs deputy minister was appointed acting chairman of the board. A new Alberta Agricultural representative was also appointed. The total board membership remained constant at 19: seven appointed citizens-at-large and 12 members appointed from various government departments.

A total of 12 general board meetings were held, including meetings with delegations regarding specific planning matters.

The more significant activities during the year were:

- The Mackenzie Regional Planning Commission was formed effective Jan. 1, 1983. This commission encompasses the area generally north of the Peace River to a point north of Utikuma Lake, which formerly was in the Peace River Regional Planning Commission jurisdiction. This latter body changed its name to the South Peace Regional Planning Commission, in keeping with its revised boundaries.

- The documents Revised Guidelines for Regional Plan Preparation and Review and Framework for Application of Regional Plan Guidelines were presented at the APB 1982 Annual Conference.

- The board attended and participated in several municipal association conventions, including the Community Planning Association of Alberta Annual Conference and several seminars and workshops.

- A funding concept for regional planning commissions operations was considered.

- Meetings were held with the regional planning commissions on the subdivision application process and appeal procedures, as well as on proposed regional plans.

- Advice was provided on the designation and establishment of municipalities as subdivision approving authorities.

- A tour was made of irrigation facilities in the Lethbridge area.

- The board attended regional planning commissions annual meetings and workshops.

- The board held a fall seminar with regional planning commissions.

Subdivision Appeals Committee

- The committee held special meetings with four of the 10 regional planning commissions to discuss their subdivision application processes and the board's appeal procedures with a view to streamlining and standardizing the process. From the information gathered at these meetings, the board hopes to introduce terms of reference and guidelines to make the process more efficient.

- Subdivision appeal activity dropped significantly to a more manageable level. Both the number of appeals and the backlog have fluctuated in a general downward trend with a levelling off occurring late in the fiscal year.

- For the fiscal year, 609 subdivision appeals were lodged with the board, of which 559 were heard during 83 days of hearings. Of the appeals filed, 73 were abandoned or were declared to be invalid. During the same period, decisions were given in 584 board orders from the appeals which were heard.

- The committee also heard one referral pursuant to section 54 of the Alberta Planning Act (dispute regarding conformity with a regional plan) and eight appeals on amendments to regional plans.

- The most significant change in the committee's work load was the increased number of applications, 624, to extend the validity period of subdivision approvals. Some 62 of these were in the category of extensions which required the approval of the Alberta Municipal Affairs minister.

Finance Committee

- This committee met eight times during the year and with each planning commission to discuss work programs and budgets.

- The status and audited financial statement of the Alberta Planning Fund and the grants to regional planning commissions are shown elsewhere in this report.

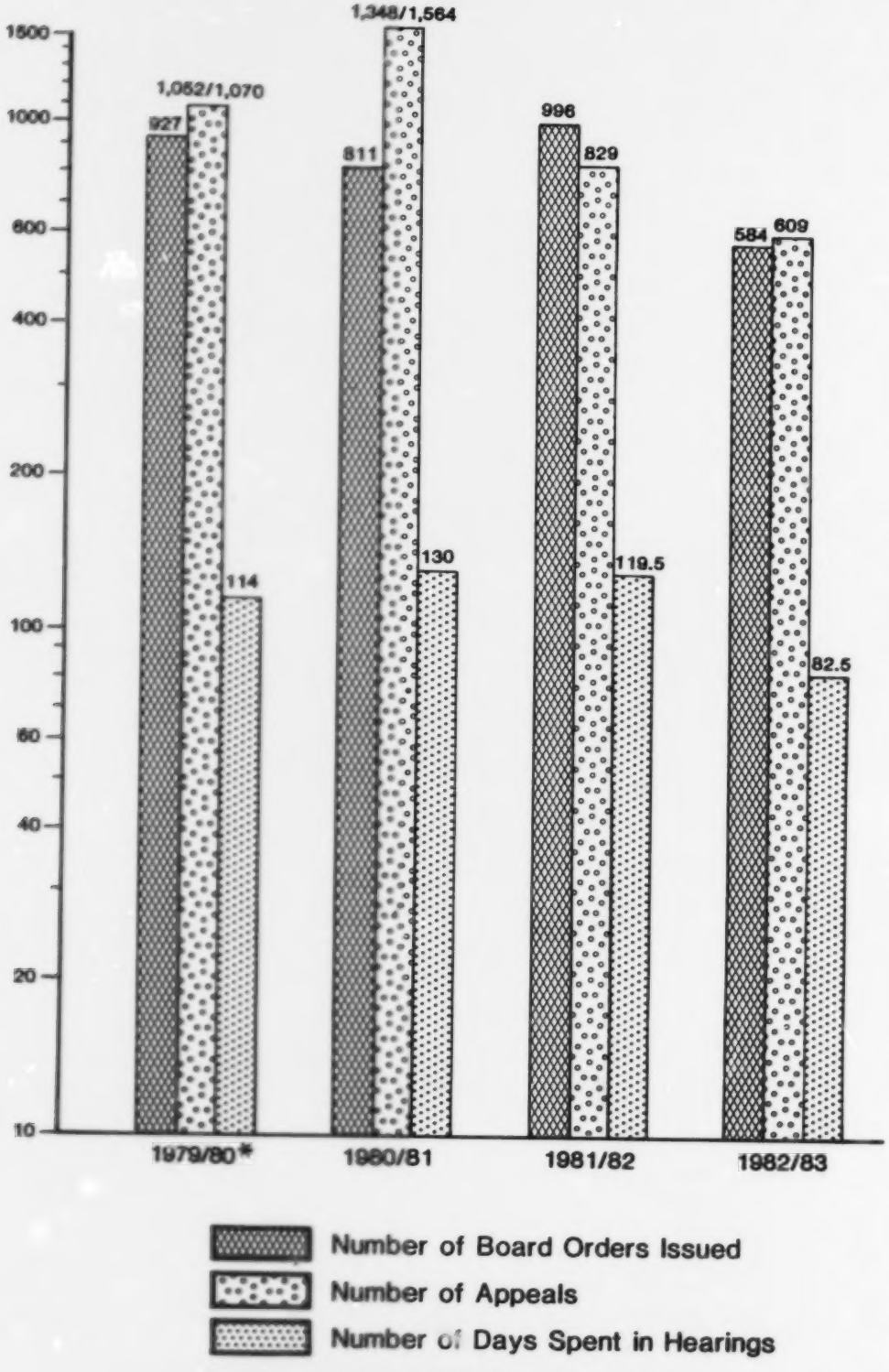
- The committee considered, in addition to the regional planning commissions' budgets, various submissions for funding special projects by municipalities, including funding for the commencement of the newly-formed Mackenzie Regional Planning Commission.

Planning And Research Committee

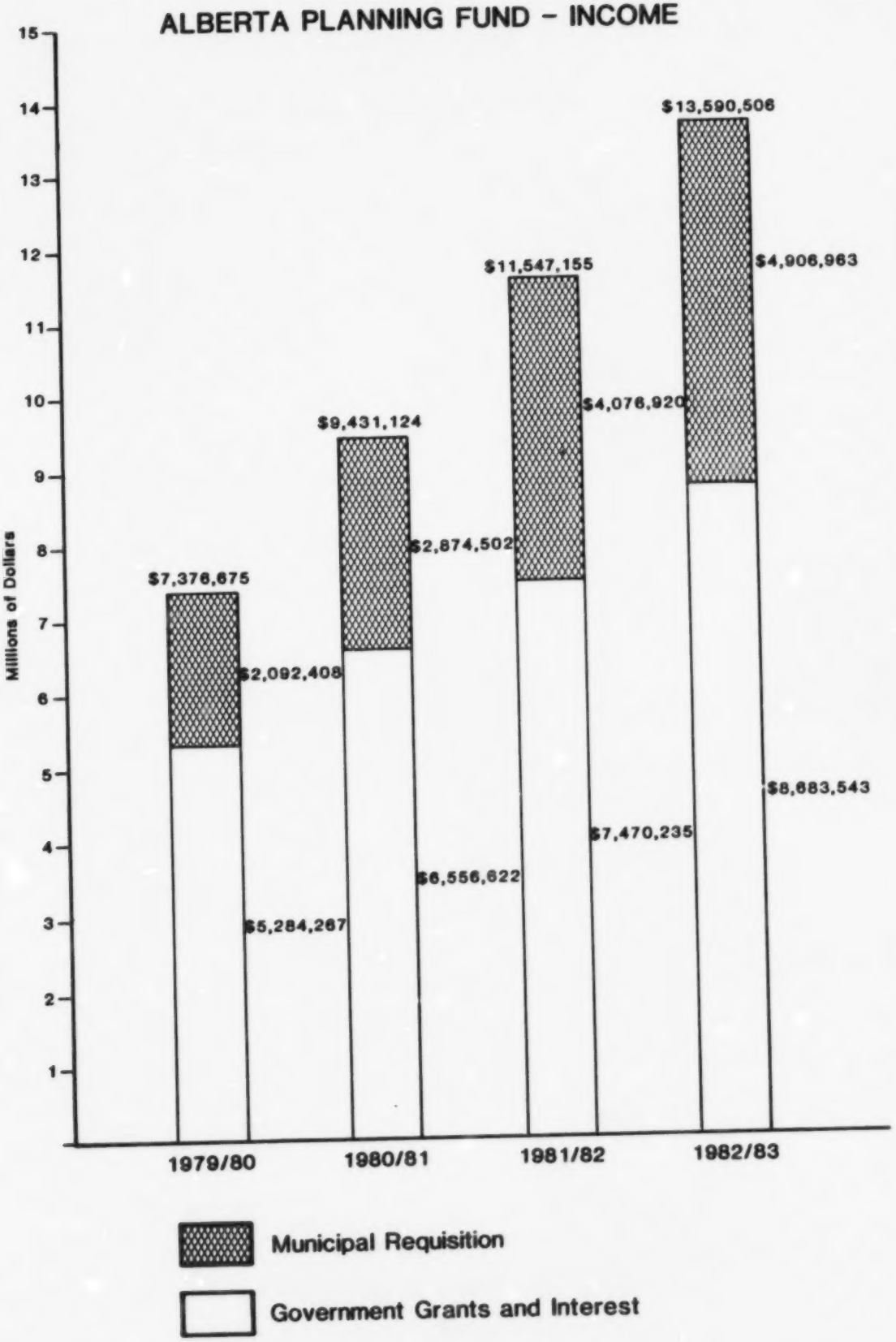
- This committee met 17 times during the year, in addition to special meetings with some of the regional planning commissions to discuss proposed regional plans. Other meetings included discussions on various planning matters with the commissions and with the representatives of municipalities.

- The committee considered 499 applications for the waiver of the requirement of the subdivision regulation, 72 applications for relief from the operation of section 78 of the Planning Act and 28 applications for plan cancellations.

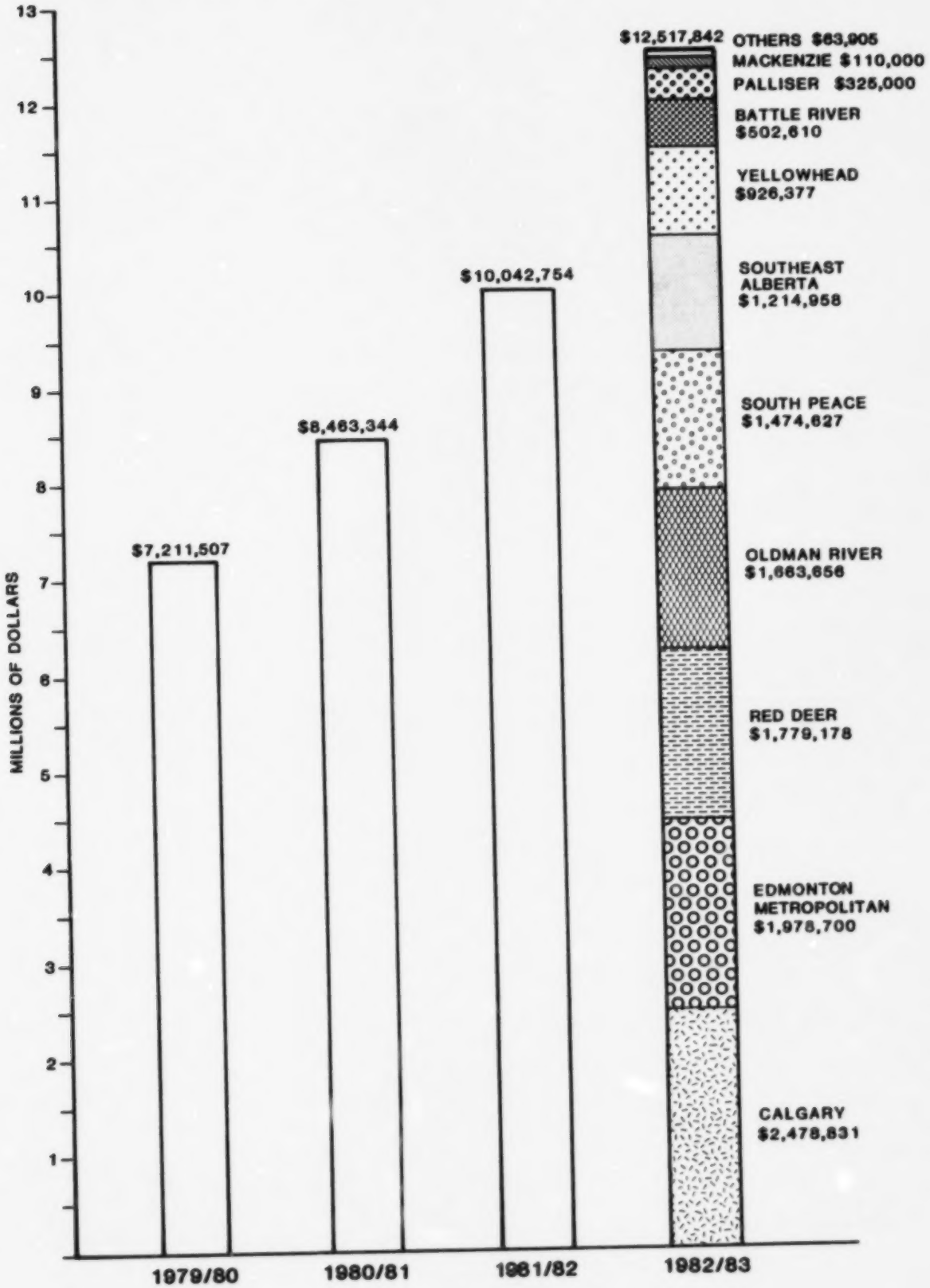
APPEALS, BOARD ORDERS ISSUED, APPEAL DAYS



*Statistics now relate only to Appeals Committee Program


ALBERTA PLANNING FUND - INCOME
Millions of Dollars
15
14
13
12
11
10
9
8
7
6
5
4
3
2
1
$7,376,675
$2,092,408
$5,284,267
$9,431,124
$2,874,502
$6,556,622
$11,547,155
$4,076,920
$7,470,235
$13,590,508
$4,906,963
$8,683,543
1979/80
1980/81
1981/82
1982/83
Municipal Requisition
Government Grants and Interest

GRANTS TO REGIONAL PLANNING COMMISSIONS*



* includes accruals

Alberta Legislature

Office of the Auditor General

AUDITOR'S REPORT

To the Members of the Alberta
Planning Board

I have examined the balance sheet of the Alberta Planning Fund as at March 31, 1983 and the statement of revenue, expenditure and fund balance for the year then ended. My examination was made in accordance with generally accepted auditing standards, and accordingly included such tests and other procedures as I considered necessary in the circumstances.

In my opinion, these financial statements present fairly the financial position of the Fund as at March 31, 1983 and the results of its operations for the year then ended in accordance with generally accepted accounting principles applied on a basis consistent with that of the preceding year.

C.A.
Auditor General

Edmonton, Alberta
September 13, 1983

STATEMENT A

ALBERTA PLANNING FUND
BALANCE SHEET
AS AT MARCH 31, 1983

	1983	1982
ASSETS		
Current:		
Deposits in trust (Note 2)	$1,410,263	$3,323,890
Requisitions receivable	—	602
	$1,410,263	$3,324,492
LIABILITIES		
Current:		
Special projects and studies	$ 127,610	$ 107,439
Fund balance, Statement B	1,282,653	3,217,053
	$1,410,263	$3,324,492

The accompanying notes are part of these financial statements.

STATEMENT B

ALBERTA PLANNING FUND
STATEMENT OF REVENUE, EXPENDITURE AND FUND BALANCE
FOR THE YEAR ENDED MARCH 31, 1983

	1983	1982
Revenue:		
Requisitions from municipalities on equalized assessments	$ 4,906,963	$ 4,076,920
Contributions from the Province of Alberta, Department of Municipal Affairs	7,932,438	6,827,680
Interest	751,105	642,555
	13,590,506	11,547,155
Expenditure:		
Grants to Regional Planning Commissions (Note 3)	15,084,318	9,745,209
Special projects and studies	440,588	297,545
	15,524,906	10,042,754
Excess of revenue over expenditure	(1,934,400)	1,504,401
Fund balance at beginning of year	3,217,053	1,712,652
Fund balance at end of year	$ 1,282,653	$ 3,217,053

ALBERTA PLANNING FUND
NOTES TO THE FINANCIAL STATEMENTS
MARCH 31, 1983

Note 1 Authority

The Alberta Planning Fund operates under the authority of the Planning Act, Chapter P-9, Revised Statutes of Alberta, 1980.

Note 2 Deposits in Trust

Deposits in trust consist of deposits in the Consolidated Cash Investment Trust Fund of the Province of Alberta.

Note 3 Grants to Regional Planning Commissions

Grants to Regional Planning Commissions include $3,007,064 for operating costs of the Commissions for their years ending March 31, 1984.

Note 4 Administration Costs

Administration costs of the fund are provided by the Province of Alberta and accordingly are not reflected in these financial statements.

Note 5 Commitments

The fund had outstanding commitments of $194,060 as at March 31, 1983 (1982 $54,000).

Note 6 Changes in Financial Position

A statement of changes in financial position is not provided as disclosure in these financial statements is considered to be adequate.

Note 7 Approval of Financial Statements

These financial statements were approved by management on September 13, 1983.

ALBERTA ASSESSMENT EQUALIZATION BOARD

This is a five-member council which places a value on all Alberta municipalities as a basis for sharing costs of common programs.

The 1983 provincial equalized assessment totalled $22.6 billion, a 14 per cent increase from 1982. The increase is attributed to growth in actual assessment combined with higher market values and construction costs throughout the province between 1980 and 1981. (Equalized assessments established for use in 1982 and 1983 were determined on the basis of 1980 and 1981 data, respectively.)

Municipalities contributed a total $159,336,900 to the School Foundation Fund, based on a total $11.3 billion equalized assessment, excluding all residential properties.

Total equalized assessment for the province in the last eight years is illustrated on Graph #1, together with the annual percentage increase.

Graph #2 illustrates equalized assessments used for the School Foundation Program and contributions, together with respective annual increases.

A committee established in December, 1981, continued to study equalized assessment in the province during the fiscal year. This committee consists of representatives from the following associations and governmental bodies:

Association of School Business Officials
Alberta Urban Municipalities Association
Alberta Association of Municipal Districts and Counties
Local Government Administrators
Canadian Property Tax Agents Association
Alberta Rural Administrators Association
Alberta Association of Improvement Districts
Alberta School Trustees Association
Alberta Catholic School Trustees Association
Alberta Education
Alberta Assessment Equalization Board Members

Representatives from Alberta Municipal Affairs assessment inspection and advisory services, assessment research and systems, municipal services and improvement districts operations contributed as resource personnel.

The committee's objectives are to:

(1) Make equalized assessments more understandable and, if possible, to simplify the process

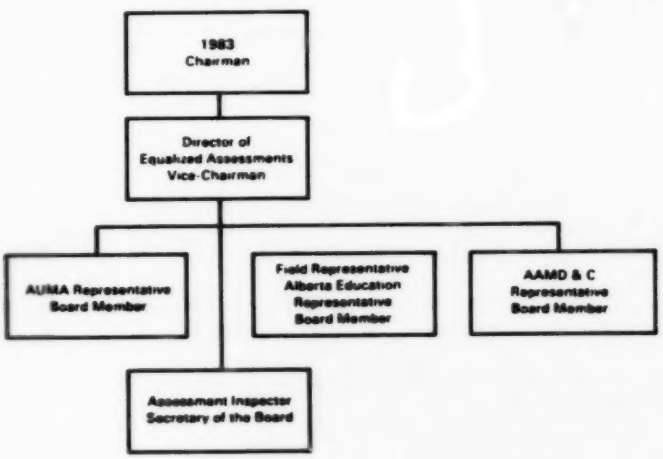
(2) Study and, if necessary, make changes to equalized assessments for the minister's consideration

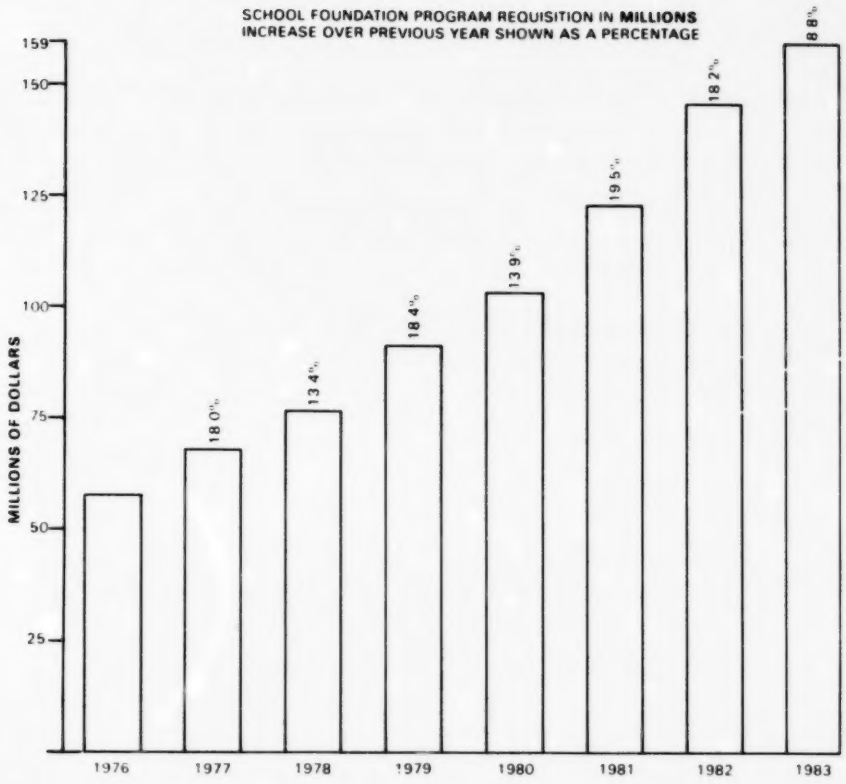
(3) Study the Ramsay Formula, section 93(5) and (6) of the Municipal Taxation Act (uniform tax rate on electric power and pipe line assessments) and, if necessary, recommend change

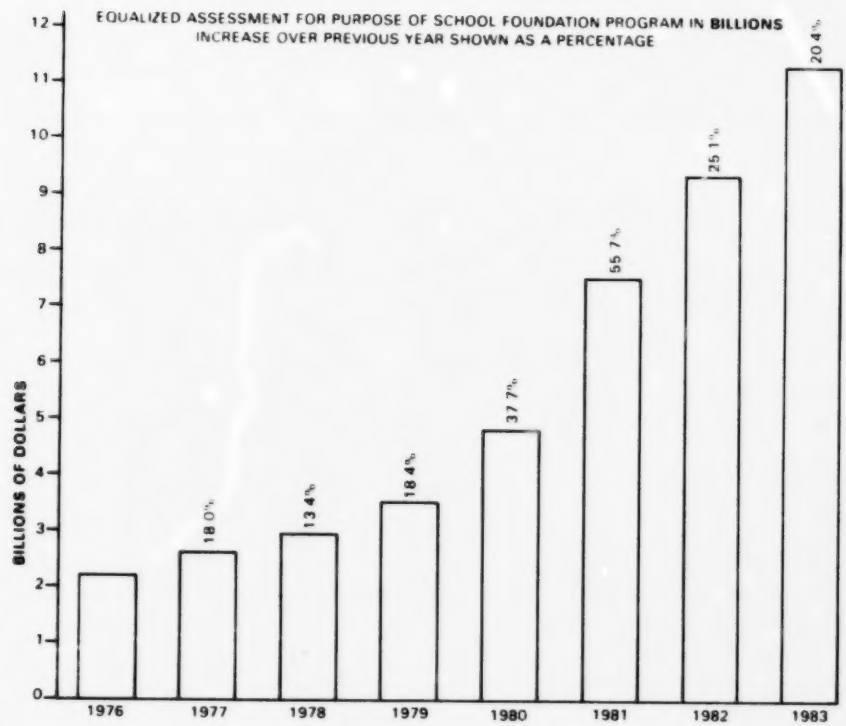
(4) Prepare a technical report to be circulated to all interested parties explaining the rationale and technique of the equalization process and the Ramsay Formula.

The committee's report and recommendations are expected to be complete in the fall, 1983.

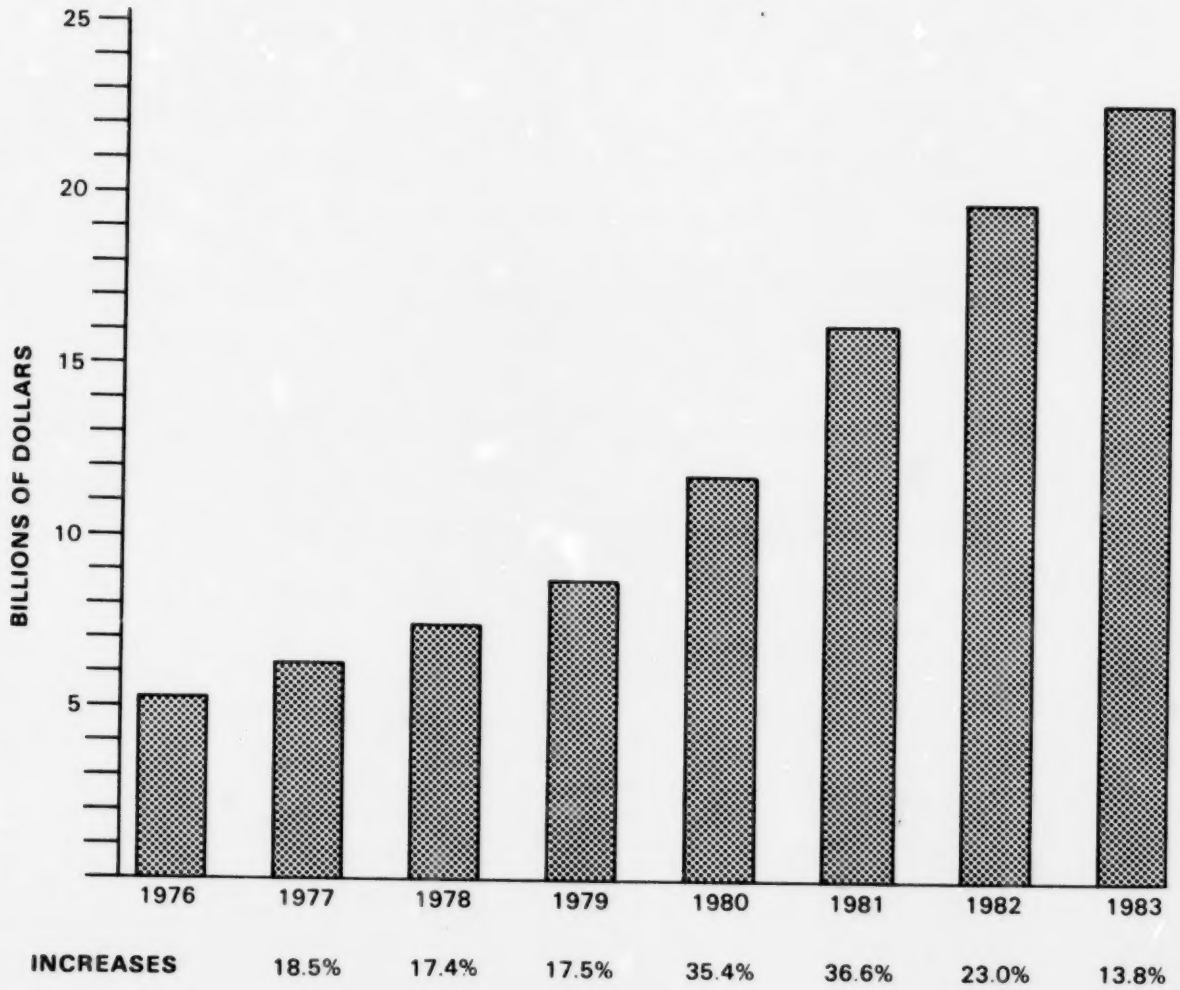
ALBERTA ASSESSMENT EQUALIZATION BOARD ORGANIZATION




SCHOOL FOUNDATION PROGRAM REQUISITION IN MILLIONS
INCREASE OVER PREVIOUS YEAR SHOWN AS A PERCENTAGE
MILLIONS OF DOLLARS
159
150
125
100
75
50
25
18.0%
13.4%
18.4%
13.9%
19.5%
18.2%
8.8%
1976
1977
1978
1979
1980
1981
1982
1983


EQUALIZED ASSESSMENT FOR PURPOSE OF SCHOOL FOUNDATION PROGRAM IN BILLIONS
INCREASE OVER PREVIOUS YEAR SHOWN AS A PERCENTAGE
BILLIONS OF DOLLARS
12
11
10
9
8
7
6
5
4
3
2
1
0
18.0%
13.4%
18.4%
37.7%
55.7%
25.1%
20.4%
1976
1977
1978
1979
1980
1981
1982
1983

EQUALIZED ASSESSMENT 1976 — 1983



ALBERTA ASSESSMENT APPEAL BOARD

This board hears appeals on local assessment decisions made by courts of revision and ensures Alberta laws are applied fairly.

Due to the recent economic instability directly affecting property values, the number of appeals to the board increased 37.7 per cent during the 1982 tax year. Several municipalities have now completed general assessments under the revised assessment standards. Coupled with the present economic conditions and predicated on the complaints now before the courts of revision, legal and technical assessment challenges will increase the number of appeals substantially, particularly in the two major cities.

Appeals filed with the board were complete prior to the fiscal year end, with the exception of two reserved for inspection, four postponements at the appellants' request and one set over, awaiting judicial decision on analogous issues.

Following is a breakdown, by municipalities, of appellants and items appealed:

Municipalities		Appellants	Items
11	Cities	205	1150
24	Counties	231	613
8	Improvement Districts	21	30
10	Municipal Districts	81	232
2	School Districts	6	10
38	Towns	93	862
12	Villages	23	48
105		705	2945
Equalized Assessment Appeals		24	24
Electric Power and Pipeline Assessment Appeals (all withdrawn)		23	23

The board issued 24 written decisions and other decisions were given orally and subsequently confirmed in writing.

Charts filed as an appendix to this report show the disposition of all appeals heard by the board during the fiscal year.

1982 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

VILLAGES	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C/Q	WD	
Bentley	1	1		1																						1
Big Valley	1	1			1			1			1															2
Boyle	1	1			1			1			1															2
Carbon	1	1	1																							1
Chauvin	1																			1					1	1
Chipman	5	7	2	5				6	1	5																13
Coalhurst	4	4		3	1			3	2		1															7
Coutts	1																			1			1			1
Linden	1							2	1	1																2
Millet	3	2					2													8		6			2	10
Thorhild	3	4		4				2	2																	6
Thorsby	1	1		1				1		1																2
TOTALS	23	22	3	14	3		2	16	6	7	3									10		6	1		3	48

1982 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

TOWNS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C/Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C/Q	WD	
Athabasca	1	1			1			1			1															2
Beaumont	1							1		1																1
Beaverlodge	1																			1	1					1
Blackfalds	1							1		1																1
Bonnyville	2							3	1		2															3
Bowden	2	13	4	1			8	5					5													18
Brooks	22	132	58	73			1	15	1	13			1							2			2			149
Cardston	1	1	1					1				1														2
Cochrane	1	1	1																							1
Cold Lake	[illegible]	12	7	4	1			3	1	2																15
Crossfield	2	50	48				2	1	1																	51
Devon	2	2		2				2	1	1																4
Drayton Valley	1	1		1				1	1																	2
Edson	1	1		1				1		1										1	1					3
Grande Centre	1	1			1																					1
Hardisty	2	9	8	1				2		2																11
Hinton	1	1			1			1	1																	2
Lac La Biche	2	1	1					1	1																	2
Leduc	1	1		1				1		1																2
Mayerthorpe	1							1		1																1

1982 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

TOWNS Cont.	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess	Adj.	Conf.	Dism.	C/Q	WD	Loc. Improv	Adj.	Conf.	Dism.	C/Q	WD	
Morinville	2							1		1										2	1	1				3
Mundare	1							1	1																	1
Okotoks	1	208		208																						208
Olds	1	1	1																							1
Peace River	1	2		2																						2
Penhold	1	1		1																						1
Ponoka	1	1	1					1		1																2
Provost	1	1		1				1		1																2
Redcliff	1	2			2			1			1															3
Rimbey	2	10	10																							10
Rocky Mountain House	3	1	1																	4		4				5
Spruce Grove	1	1		1				1	1																	2
Stettler	11	173	32	13	128			10	5	3	2															183
Sylvan Lake	5	6	3	3				3		3																9
Vegreville	1	148	148																							148
Vermilion	2																			2	2					2
Viking	2	1					1	2		1			1													3
Westlock	2	2	1		1			3	1	1	1															5
TOTALS	93	785	325	313	135		12	65	15	35	7	1	7							12	5	5	2			862

ALBERTA ASSESSMENT APPEAL BOARD

IMPROVEMENT DISTRICTS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C / Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C / Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C / Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C / Q	WD	
#1	3																			3	1		2			3
#10	3	1					1	2		1			1							1		1				4
#14	4	4	1	2	1			3	1	1	1															7
#15	1	1			1																					1
#16	1							1			1															1
#17	7	4		2			2	6	2	2			2							1			1			11
#20	1																			1		1				1
#22	1	1			1			1			1															2
TOTALS	21	11	1	4	3		3	13	3	4	3		3							6	1	2	3			30

MUNICIPAL DISTRICTS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C / Q	WD	Imp. Assess.	Adj.	Conf.	Dism.	C / Q	WD	Bus. Assess.	Adj.	Conf.	Dism.	C / Q	WD	Loc. Improv.	Adj.	Conf.	Dism.	C / Q	WD	
Cardston #6	3	2	1		1			3	1		1	1														5
Pincher Creek #9	1	4	1	3																						4
Willow Creek #26	2	3		3				1	1																	4
Foothills #31	23	27	5	2	16	3	1	24	2	2	12	7	1													51
Rockyview #44	38	123	15	97	7		4	21	4	8	7	1	1													144
Wainwright #61	1							1	1																	1
Bonnyville #87	1							1			1															1
Sturgeon #90	4	4	1	1	2			4	2		2															8
Westlock #92	6	4	1	1	2			5	1	2	2									3	1		2			12
Fairview #136	2							2	2																	2
TOTALS	81	167	24	107	28	3	5	62	14	12	25	9	2							3	1		2			232
SCHOOL DISTRICTS																										
Jasper #3063	4	5	2	3				2		1	1															7
Waterton Park #4233	2	2	1				1	1					1													3
TOTALS	6	7	3	3			1	3		1	1		1													10

1982 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

COUNTIES	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess	Adj	Conf	Dism	C/Q	WD	Imp Assess	Adj	Conf	Dism	C/Q	WD	Bus Assess	Adj	Conf	Dism	C/Q	WD	Loc Improv	Adj	Conf	Dism	C/Q	WD	
Grande Prairie #1	11	14	2	9			3	7	1	4			2													21
Vulcan #2	1	3		3																						3
Ponoka #3	14	9	1	5	3			13	4	4	3	2														22
Newell #4	1							2	2																	2
Thorhild #7	3	4	3	1																						4
Beaver #9	14	36	21	14	1			2		1	1															38
Wetaskiwin #10	4	3	1	1	1			3	2		1															6
Barrhead #11	13	21	8	9	4			6	2	1	3															27
Athabasca #12	40	117	15	18	84			24	4	5	11	4														141
Smoky Lake #13	2	2		1	1			2		1	1															4
Lacombe #14	2	1			1			2		1	1															3
Wheatland #16	3	2			2			2			1	1														4
Mountain View #17	1	1			1			1			1															2
St. Paul #19	6	2			2			6	2	2	2															8
Strathcona #20	11	10	4	3	2		1	5	1	2		1	1													15
Two Hills #21	35	66	41	17	5	1	2	9	1	2	5	1														75
Camrose #22	5	63	6	43			14	3	2	1																66
Red Deer #23	3	2			2			3	1			2														5
Leduc #25	4	5	2	1	2			2		1	1															7
Minburn #27	2	4	2	2																						4
Lac Ste. Anne #28	8	9			8		1	6		1	4		1													15
Flagstaff #29	1							1	1																	1
Lamont #30	45	89	25	40	24			24	5	7	10	2														113
Parkland #31	2	26	23				3	1		1																27
TOTALS	231	489	154	167	143	1	24	124	28	34	45	13	4													613

1982 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

CITIES	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess.	Adj.	Conf.	Dism.	C/Q	WD	Imp. Assess	Adj.	Conf.	Dism.	C/Q	WD	Bus. Assess	Adj	Conf	Dism	C/Q	WD	Loc. Improv	Adj	Conf.	Dism.	C/Q	WD	
Calgary	37	51	17	9	25			16	7	6	3									9		6	3			76
Camrose	2	2		2																						2
Drumheller	5	6	3	3				5	2	3																11
Edmonton	184	726	286	328	35	19	58	169	29	97	27	1	15	43	12	21	6		4							938
Fort McMurray	3	2		2				3	1	2																5
Grande Prairie	3	3	1		2			2			2			1			1										6
Lethbridge	2	2	1	1				2		2																4
Medicine Hat	2	1		1				2	1	1																3
Red Deer	4	91		89			2	2					2	1					1							94
St. Albert	5	5		4	1			2		2																7
Wetaskiwin	3	4	3	1																						4
TOTALS	250	893	311	440	63	19	60	203	40	113	32	1	17	45	12	21	7		5	9		6	3			1150

1982 APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

SUMMARY OF 1982 APPEALS	Appellants	LAND						IMPROVEMENTS						BUSINESS						LOCAL IMPROVEMENTS						TOTAL
		Land Assess	Adj	Conf	Dism	C / Q	WD	Imp Assess	Adj	Conf	Dism	C / Q	WD	Bus Assess	Adj	Conf	Dism	C / Q	WD	Loc Improv	Adj	Conf	Dism	C / Q	WD	
11 Cities	250	893	311	440	63	19	60	203	40	113	32	1	17	45	12	21	7		5	9		6	3			1150
24 Counties	231	489	154	167	143	1	24	124	28	34	45	13	4													613
8 Improvement Districts	21	11	1	4	3		3	13	3	4	3		3							6	1	2	3			30
10 Municipal Districts	81	167	24	107	28	3	5	62	14	12	25	9	2							3	1		2			232
2 School Districts	6	7	3	3			1	3		1	1		1													10
38 Towns	93	785	329	313	135		12	65	19	35	7	1	7							12	5	5	2			862
12 Villages	23	22	3	14	3		2	16	6	7	3									10		6	1		3	48
TOTALS	705	2374	821	1048	375	23	107	486	106	206	116	24	34	45	12	21	7		5	40	7	19	11		3	2945
1982 Equalized Assessment Appeals (as per attached schedule)																										
1982 EPPL Assessment Appeals (as per attached schedule)																										

1982 EQUALIZED ASSESSMENT APPEALS

ALBERTA ASSESSMENT APPEAL BOARD

	NO. OF APPELLANTS	CONFIRMED	REDUCED	DISMISSED	WITHDRAWN
1982 EQUALIZED ASSESSMENTS	12	4	2	1	5
1982 EQUALIZED ASSESSMENTS (varied for purposes of Section 129 of The School Act)	12	4	2	1	5
TOTALS	24	8	4	2	10

1982 ELECTRIC POWER AND PIPELINE ASSESSMENT APPEALS

1982 EPPL ASSESSMENTS	23	23
TOTALS	23	23

SPECIAL AREAS BOARD

This three-member board provides complete government services to the Special Areas in southeast central Alberta.

In general, warm summer temperatures and good precipitation levels resulted in a relatively productive 1982 agricultural year. Changing grain prices, together with high interest rates, were responsible for some economic concerns to farmers and ranchers in the Special Areas. Hay shortages were experienced, due to dry spring conditions, and many ranchers had to bring feed in from outside the area.

Other board activities included:

- The Deadfish and Sheerness pipelines were completed in 1982 and should be operational for irrigation in 1984. The two projects will mean approximately 20,000 acres could be irrigated each year. The Carolside South Irrigation Advisory Committee comprised of local members has been established to make recommendations to Alberta Environment on the operation of the irrigation system.

- The Special Areas staff in Hanna were relocated to temporary quarters while extensive renovations were undertaken to the Old Provincial Building. Renovations to both the exterior and interior were completed by February, 1983. Locating all Hanna staff under one roof has resulted in improved efficiency and service to ratepayers.

- In conjunction with Alberta Environment, Special Areas staff spent a great deal of time and effort participating in a series of public information meetings to inform local residents about the growing need for adequate disposal of hazardous waste materials and the proposed construction of a facility for that purpose in the Special Areas.

- A plebiscite was held March 8, 1983, to obtain the mandate of the electorate to site a hazardous waste plant in the Special Areas. The majority of the electorate indicated their desire not to pursue such a siting and the Special Areas Board indicated to Alberta Environment such a facility not be sited in the Special Areas. This issue has created considerable interest across the province and the siting of such a facility is an ongoing effort on behalf of the Government of Alberta.

- During 1982, 566 applications were received under the Special Areas Tax Recovery Land Sale Policy established in 1981. These applications cover approximately 300,000 acres.

- The 1982 road construction program was similar to past years, with the scheduled road construction and road oiling projects being completed. However, some problems were experienced as the result of above-normal rainfall. Presently, the board maintains approximately 8,000 kms. of gravel roadways and 800 kms. of oiled roads.

- Construction activity continued at a vigorous rate in 1982 on the coal-fired electrical generating station at Sheerness, approximately 32 kms. south of Hanna. The 106 cm. make-up pipeline to the Red Deer river and the pump house at the river were both completed in 1982. Pumping will commence early in 1983 to fill the 525-hectare cooling pond at the plant site. Site grading was completed for the coal and ash plant, on the east side of primary highway 26 and the conveyor tunnel excavated under the highway to the plant site.

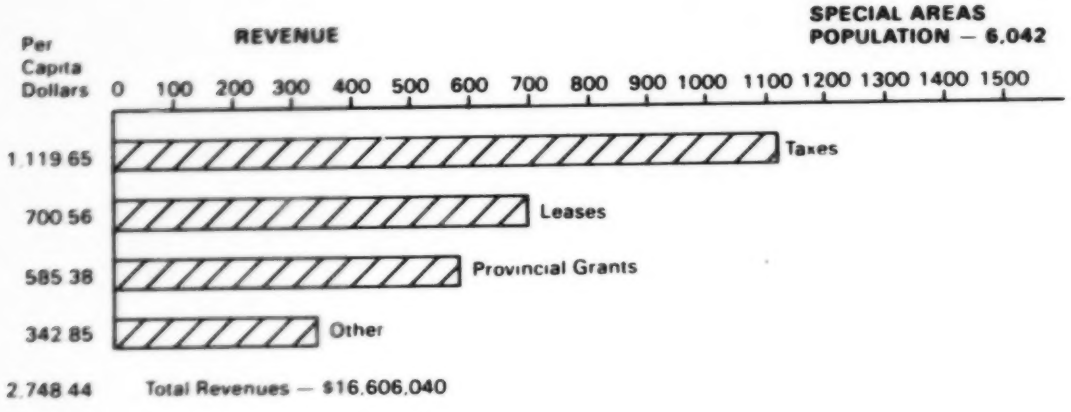
- While construction in 1981 was primarily underground, 1982 was characterized by above ground work. Structural steel work was started and the turbine house completed. The 425 ft. stack was also completed and will be a landmark in the area.

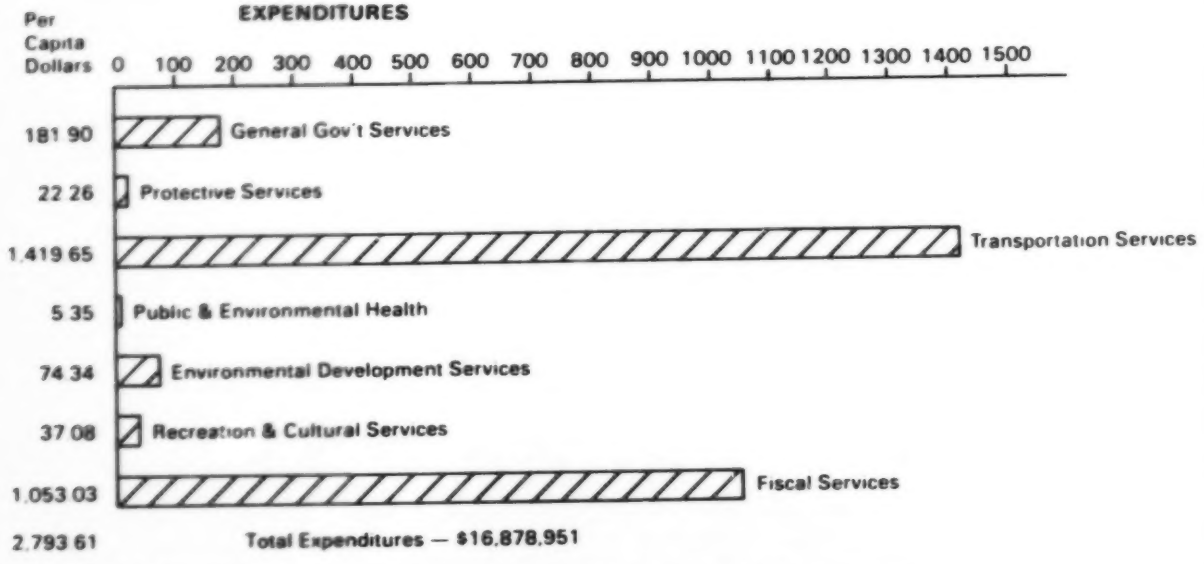
- Late in 1982, Alberta Power Limited was employing approximately 450 people at its Sheerness camp and another 50 personnel located in Hanna and vicinity. The plant is a welcome economic stimulus to Hanna and area.

- Revenue operations for the Special Areas increased moderately by 9.4 per cent, up $1.4 million from the previous year. The largest revenue generator was in the tax category, increasing 23 per cent, or $1.3 million, from 1981. The municipal portion of taxes increased by 16 per cent.

- The Special Areas experienced a very active expenditure program in 1982, resulting in an expenditure of $272,911 more than revenues. Total transportation costs of $8.6 million were up almost 10 per cent from 1981. The most significant area of financial activity, however, was in fiscal services including school and hospital requisitions. In total, this expenditure category increased 40 per cent more than 1981 figures, with some individual school requisitions doubling from the previous year.

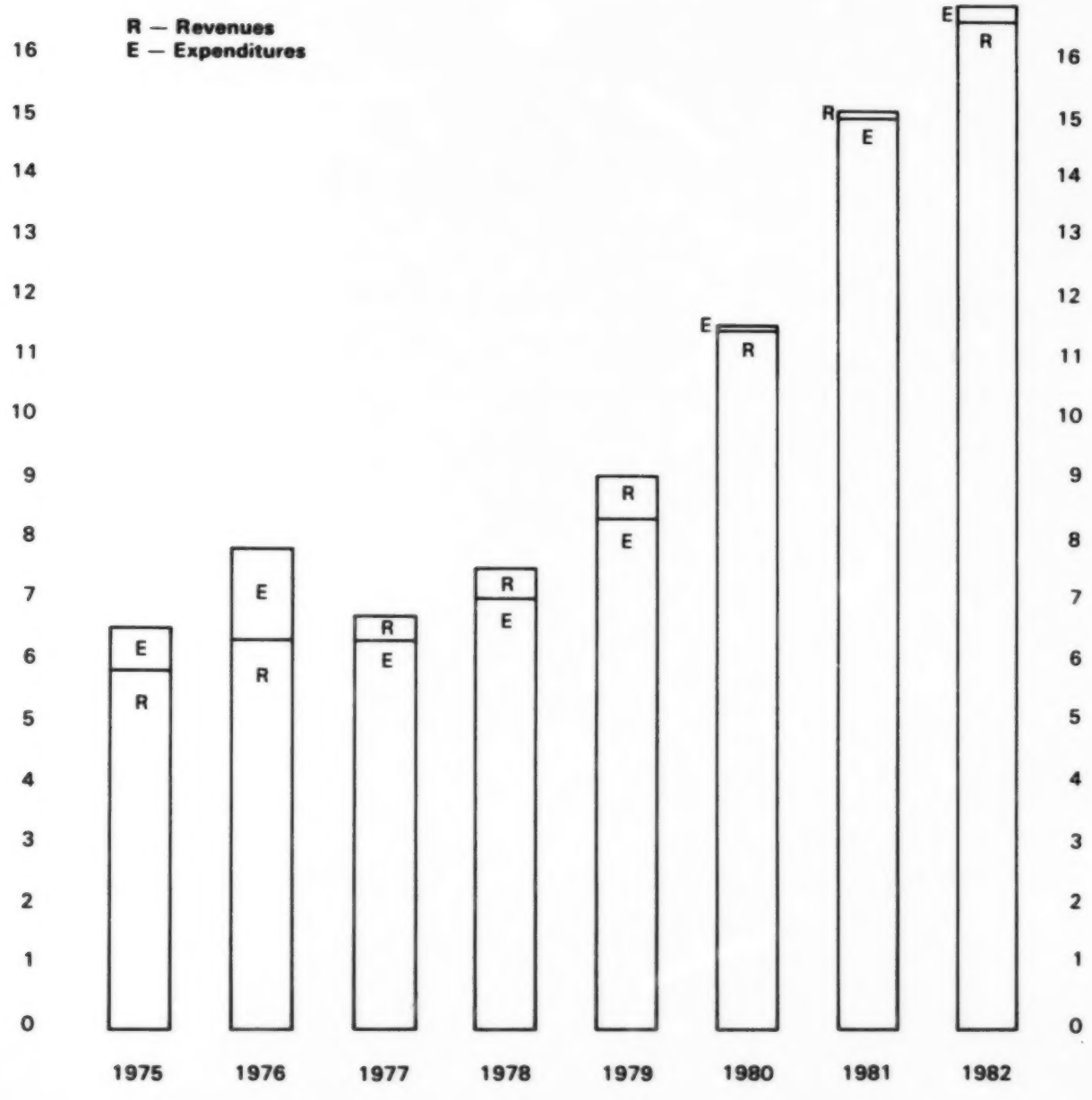
SPECIAL AREAS BOARD
GENERAL OPERATING FUND REVENUE AND EXPENDITURES — 1982





NOTE Additional revenue of $1,614,276 was received from the sale of tax recovery Land

SPECIAL AREAS BOARD
GENERAL OPERATING FUND REVENUES AND EXPENDITURES
(Millions of Dollars)



POOR

QUALITY

ORIGINAL